

# BOARD OF SUPERVISORS

## Brown County



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### EXECUTIVE COMMITTEE

Mary Scray, Chair

### EXECUTIVE COMMITTEE

**Monday, May 10, 2010**

**6:00 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Election of Vice Chair.
- IV. Set time and date for regular meetings.
- V. Approve/modify minutes of April 12, 2010.

### Comments from the Public

#### Communications

1. Communication from Supervisor Moynihan – Request for your consideration to amend the County Code Chapter 2.04(d) by striking the word “secret” and replace the word “open”.  
*Referred from April County Board.*
2. Communication from Supervisor DeWane – Review with possible action to move the 911 Communication Center under the control of the Brown County Sheriff. *Referred from April County Board.*
3. Communication from Supervisor Dantine – To have Administration give us a 5-7 year capital plan so we can bond no more each year than we pay off, so we can lower our debt in the future and use less if on the dollars to pay interest and use it to pay for services. *Referred from April County Board.*

#### Appointments by Executive Committee

4. Re-establish Legislative Sub Committee for 2010-2012 Session.

#### Elected Officials Pay Scale

5. Salaries for Elected Officials.

#### Legal Bills

6. Review and Possible Action on Legal Bills to be paid.

#### Reports

7. Internal Auditor Report.
  - a. Budget Status Financial Report for March 31, 2010.
  - b. Information Services Department Internal Controls Audit.
  - c. Other.

8. County Executive Report.
  - a. Budget Status Financial Report for March 31, 2010.
9. Labor Negotiator Report.
10. Board Attorney Report.
  - a. Report on furloughs.

**Standing Item**

11. Review Brown County requirements of ID when applying for any Social Services from the County.

**Other**

12. Discussion of protocol in absence of committee chair.
13. Discussion and possible action re: "Comments from the public regarding agenda items only" on the full County Board agenda.
14. Discussion re: Agenda Deadlines and Possible Action if items are not received on time. *Held for one month*

**Resolution, Ordinances**

15. Resolution re: Approving Buyer's Agency Representation Agreement for Acquisition of Real Estate for Brown County Sheriff's Department Operations. *Referred from April County Board.*
16. Resolution re: Change in Table of Organization Department of Administration.
17. Resolution re: Authority to Execute a 2010-2011 Labor Agreement with the Brown County Human Services Professional Employees.

**Other**

18. Such other matters as authorized by law.

Mary Scray, Chair

**Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.**

**Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.**

## PROCEEDINGS OF THE BROWN COUNTY EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Monday, April 12, 2010 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin

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**Present:** Tom Lund, Andy Nicholson, Mary Scray, Guy Zima  
**Excused:** Bernie Erickson, Pat Evans, John VanderLeest  
**Also Present:** Tom Hinz, John Luetscher, Sara Perrizo, Debbie Klarkowski,  
Don VanderKelen, Bill Dowell, Shelly Nackers,  
Supervisors, DeWane, Kaster, Theisen, Wetzel

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- I. **Call Meeting to Order:**  
The meeting was called to order Chair Mary Scray at 6:00 p.m.
- II. **Approve/Modify Agenda:**  
  
**Motion made by Supervisor Lund and seconded by Supervisor Zima to approve the agenda. MOTION APPROVED UNANIMOUSLY**
- III. **Approve/Modify Minutes of March 8, 2010:**  
  
**Motion made by Supervisor Lund and seconded by Supervisor Nicholson to approve the minutes. MOTION APPROVED UNANIMOUSLY**

### Comments from the Public/Such Other Matters as Authorized by Law:

#### Communications:

1. **Communication from Supervisor Theisen re: Request to establish a policy to allow for a closed meeting for any agenda item on the Committee Report to the County Board that allowed for a closed meeting at the committee. *Referred from March County Board:***

Supervisor Theisen addressed the committee regarding this request. The consensus was to approve the recommendation to establish a policy.

**Motion made by Supervisor Zima and seconded by Supervisor Lund to refer to Staff Attorney and Corporation Counsel to establish a policy to allow for a closed meeting for any agenda item on the Committee Report to the County Board that allowed for a closed meeting at the committee, and to refer to Staff Attorney and Corporation Counsel.**

**MOTION APPROVED UNANIMOUSLY**

2. **Communication from Supervisor Scray re: With fares of revenue from State and Federal sources being cut, I am asking each Department Head to decide ahead of time where they could cut another 10% if needed, while doing their budget process. This may include mandated services that department heads feel are not beneficial to County and the penalties are not severe.**  
Chairman Scray indicated she would be meeting with County Executive Hinz to discuss her suggestion that Department Heads be ready to cut 10% from their 2011 budgets if necessary. A discussion involving mandated services that may not be beneficial to the County resulted in a referral to Corporation Counsel, Staff Attorney, and Internal Auditor to determine what degree mandates need to be funded before penalties are enacted and just what they would be.

**Motion made by Supervisor Zima and seconded by Supervisor Lund that Supervisor Scray and County Executive Hinz meet to develop recommendations, if necessary, that committees can discuss regarding the request to cut 10% from 2011 department budgets.**

**MOTION APPROVED UNANIMOUSLY**

**Motion by Supervisor Zima and seconded by Supervisor Nicholson to refer to Corporation Counsel, Staff Attorney, and Internal Auditor to determine what degree mandates need to be funded, and what, if any, the penalties would be if not fully funded.** **MOTION APPROVED UNANIMOUSLY**

**Legal Bills:**

3. **Review and Possible Action on Legal Bills to be paid:**  
Debbie Klarkowski reported that a new format for reporting legal bills without cross offs, as discussed at previous meetings, will be enacted in May.

**Motion made by Supervisor Nicholson and seconded by Supervisor Lund to approve payment of legal bills for Michael Best and Fred Mohr.**

**MOTION APPROVED UNANIMOUSLY**

**Reports:**

4. **Internal Auditor Report:**  
a. **Budget Status Financial Report for December 31, 2009 & February 28, 2010:**

**Motion made by Supervisor Nicholson and seconded by Supervisor Lund to receive and place on file.**

**MOTION APPROVED UNANIMOUSLY**

- b. **Chapter 2 of County Code – Proposed Updates:**  
Sara Perrizo reported that as some of the terminology used in Chapter 2 of the Brown County Code of Ordinances was determined to be outdated, proposed changes and updates were made. Supervisor Lund noted there is nothing in the code related to whether the County Board Chair would be required to take over the duties of the County Executive if he were unable, and Ms. Perrizo agreed to research and report back.

**Motion made by Supervisor Zima and seconded by Supervisor Nicholson to approve.** **MOTION APPROVED UNANIMOUSLY**

- c. **Request to exercise two-year Contract Renewal for 2010 and 2011 External Audit:**

A request to begin negotiations with Schenk SC for the 2010-2011 external audit was recommended for approval.

**Motion made by Supervisor Lund and seconded by Supervisor Zima to approve the request to exercise negotiations for a two-year contract renewal for the 2010 and 2011 External Audit.**

**MOTION APPROVED UNANIMOUSLY**

- d. **Other:**  
Ms. Perrizo reported she has been working with Carolyn Maricque regarding development of a trial balance report for external auditors to use for the 2009 audit.

A request was made that Ms. Perrizo keep track of how long it is taking to get information/responses from WCA and NACO as she reported there have been problems. (Analysis of WCA Survey Results attached)

5. **County Executive Report:**

a. **Budget Status Financial Report for February 28, 2010:**

**Motion made by Supervisor Nicholson and seconded by Supervisor Lund to receive and place on file.**

**MOTION APPROVED UNANIMOUSLY**

6. **Labor Negotiator Report:**

Don VanderKelen pointed out various language in the proposed "Intergovernmental Agreement between the Village of Ashwaubenon and the County of Brown for Consolidation of Public Safety Dispatch", suggesting that it be reviewed by Staff Attorney Fred Mohr. (See #10 below for further discussion)

**Motion made by Supervisor Zima and seconded by Supervisor Nicholson to receive and place on file. MOTION APPROVED UNANIMOUSLY**

7. **Board Attorney Report:**

None – Board Attorney not present.

**Standing Item:**

8. **Review Brown County requirements of ID when applying for any Social Services from the County: *Referred to April meeting:***

Supervisor Scray indicated that she has not received return calls and asked this item be held.

**Motion made by Supervisor Zima and seconded by Supervisor Nicholson to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Other:**

9. **Discussion re: Agenda deadlines and Possible Action if items not received on time. *Held for a month:***

Chair Scray pointed out that Section 2.13 of the Brown County Code, Chapter 2, relates to Meetings/Agendas and the proper procedures. She suggested that the new County Board Chairman and Vice-Chair be made aware of this section to eliminate previous problems.

**Motion made by Supervisor Zima and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY**

10. **Discussion and Possible Action re: Resolution for Intergovernmental Agreement between Village of Ashwaubenon and Brown County:**

The Intergovernmental Agreement was reviewed by the committee and several changes suggested:

Staffing –

2. Brown County will fund "up to 6.5" additional telecommunicator positions for the Center . . . (not 8).

Hiring of Village Telecommunicators –

3b – Each of the six persons will have to “take” not pass the telecommunication position exam . . .

3c – Each of the six persons will have to “concurrently” complete the training program . . .

3d – “The hiring of telecommunicators will be subject to Brown County’s contractual obligations in the telecommunication operators’ addendum to the Courthouse Unit Labor Agreement. This Intergovernmental Agreement shall be interpreted to be in conformity with the pre-existing Courthouse Unit Labor Agreement.”

4 – Newly Hired Telecommunicators

The County will hire at least two new telecommunicators to begin training on “May 15, 2010”, not April 1, 2010.

**Motion made by Supervisor Lund and seconded by Supervisor Zima to approve the resolution with changes in staffing from 8 to “up to 6.5” telecommunicator positions, and to include the addition of 3d, that the hiring of telecommunicators will be in conformity with the pre-existing Courthouse Unit Labor Agreement.**

**MOTION APPROVED UNANIMOUSLY**

**Motion made by Supervisor Zima and seconded by Supervisor Lund that the persons will have to “concurrently” complete the training program necessary to meet requirements of the position.**

**MOTION APPROVED UNANIMOUSLY**

**Motion made by Supervisor Zima and seconded by Supervisor Lund to approve the change of language in 3b related to telecommunicators required to “take”, not pass the position exam.**

**MOTION APPROVED UNANIMOUSLY**

**Motion made by Supervisor Lund and seconded by Supervisor Zima to change #4 of the Intergovernmental Agreement – Newly Hired Telecommunicators – The County will hire at least two new telecommunicators to begin training on May 15, 2010 (not April 1, 2010). MOTION APPROVED UNANIMOUSLY**

**Motion made by Supervisor Zima and seconded by Supervisor Lund to adopt the resolution establishing the Intergovernmental Agreement as amended, contingent on the review of Staff Attorney Fred Mohr.**

**MOTION APPROVED UNANIMOUSLY**

**Request to Fill Positions:**

11. Electrician – Airport:

**Motion made by Supervisor Lund and seconded by Supervisor Nicholson to approve. MOTION APPROVED UNANIMOUSLY**

12. Secretary – County Board:

**Motion made by Supervisor Zima and seconded by Supervisor Nicholson to approve. MOTION APPROVED UNANIMOUSLY**

13. Assistant Superintendent – Highway:

**Motion made by Supervisor Lund and seconded by Supervisor Nicholson to approve. MOTION APPROVED UNANIMOUSLY**

14. **Economic Support Specialist – Human Services:**

**Motion made by Supervisor Lund and seconded by Supervisor Zima to approve.**  
**MOTION APPROVED UNANIMOUSLY**

15. **Nurse Manager (House) – Human Services/CTC:**

**Motion made by Supervisor Lund and seconded by Supervisor Zima to approve.**  
**MOTION APPROVED UNANIMOUSLY**

16. **Nurse Manager (Nursing Home) Human Services/CTC:**

**Motion made by Supervisor Zima and seconded by Supervisor Lund to approve.**  
**MOTION APPROVED UNANIMOUSLY**

17. **Social Worker/Case Manager (Access Worker) – Human Services:**

Supervisors Nicholson and Zima questioned if this position is warranted. Ms. Klarkowski explained that the position is one of the two remaining access department positions, a 3<sup>rd</sup> having been eliminated during the '09 budget process. She said that leaving the position vacant results in unsatisfactory customer service, lack of coverage, inability or severely restricted capacity to interface face to face with in person callers, lost data collection capability, etc. The committee asked that approval be held for further review.

**Motion made by Supervisor Lund and seconded by Supervisor Zima to hold until May for further information.**  
**MOTION APPROVED UNANIMOUSLY**

Ms. Klarkowski informed the committee she would be bringing forward a request to fill the Collections Manager position at the Brown County Library.

**Resolutions/Ordinances:**

18. **Resolution re: Approving Buyer's Agency Representation Agreement for Acquisition of Real Estate for Brown County Sheriff's Department Operations:**

The resolution, drafted by Joe VanDeurzen on behalf of Hilgenberg Realty, LLC, was reviewed. Because it is specific to the purchase of real estate at 2684 Development Drive in the Village of Bellevue (S&L Building) for possible future use by the Sheriff's Department, several suggestions were made to make it more appropriate to using Mr. VanDeurzen as an agent for any property that may be of interest for use by the Sheriff's Department.

Corporation Counsel John Luetscher took notes of the recommended changes and will redraft the resolution as directed.

**Motion made by Supervisor Zima and seconded by Supervisor Lund to approve as amended. MOTION APPROVED UNANIMOUSLY**

19. **Resolution re: The Reclassification of the Director of Administration Position:**

A lengthy discussion of this position and the inability to fill it first resulted in the recommendation it be changed to Grade 32, Step 7, from Grade 28, Step 5, or a fiscal impact of \$21,912.

County Executive Hinz and Supervisor Zima pointed out the importance of the position to the County. Supervisor Nicholson, however, stated he would not support a motion to approve because of the present economic situation in the area.

Further discussion resulted in a recommendation the position be changed to Level 30.

**Motion made by Supervisor Scray and seconded by Supervisor Lund to approve reclassification of the Director of Administration position to Level 30.**

**Ayes: Lund, Scray, Zima**

**Nays: Nicholson**

**MOTION APPROVED 3-1**

20. **Resolution to Approve Hiring "Bond Counsel":**

**Motion made by Supervisor Lund and seconded by Supervisor Zima to approve.**

**MOTION APPROVED UNANIMOUSLY**

21. **Initial Resolutions Authorizing the Issuance of Not to Exceed \$21,265,000 Corporate Purpose General Obligation Bonds of Brown County, Wisconsin in one or more series at one or more times. Referred from Administration, Planning, Development & Transportation, and Public Safety Committees:**

Discussion resulted in a recommendation to reduce the bond resolution by \$50,000 in the area of Building System Upgrades (Courthouse/Annex roof structure/Fonferek Glen roadway and parking lot).

**Motion made by Supervisor Lund and seconded by Supervisor Nicholson to remove \$50,000, or a total of Not to Exceed \$21,215,000 Corporate Purpose General Obligation Bonds. MOTION APPROVED UNANIMOUSLY**

**Other:**

22. **Such Other Matters as Authorized by Law:**

**Motion made by Supervisor Nicholson and seconded by Lund to adjourn at 7:40 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel,  
Recording Secretary



(19) All claims and accounts against the county shall be referred to the proper committee authorized by this Board to audit same. No committee shall report any claim or account unless it is made out in items and duly verified and filed with the Clerk. All current accounts against the county in excess of \$10,000 shall be approved by a majority of members present.

(20) All County Board final votes on resolutions and ordinances which are before the Board shall be displayed. This mandatory display does not include votes on amendments or on motions to refer, table, or the like, unless requested in the usual manner.

(21) These rules may be suspended by a vote of two-thirds of the members present.

(22) The County Board may make amendments to these rules at any meeting, when included on the County Board agenda, after the proposed amendments have been reviewed at a meeting of the Executive committee.

(23) The rules of Parliamentary Practice comprised in Robert's Rules of Order, revised, shall be the Rules of Order in all cases in which they are not inconsistent with these rules.

**2.15 PUBLICATION OF COUNTY BOARD PROCEEDINGS.** A true and accurate copy of all proceedings had at any regular or special County Board meeting shall be published once in a newspaper to be selected by the Board of Supervisors on a bi-annual basis, after receipt and review of bids from newspapers published in Brown County which meet the qualifications of publishing newspapers as set forth in Ch. 985, Wis. Stats., as amended from time to time; said publication to be completed within 60 days after the adjournment of each session.

**2.16 APPOINTMENT TERMS FOR COMMITTEES, COMMISSIONS AND BOARDS.**

#4 { All appointments to Committees; Commissions and Boards be appointed for a stated period of time. All appointments will be forwarded to the appropriate oversight committee with a complete resume of the appointee. If there is no oversight committee appropriate for the appointed position, appointments will go to the Executive Committee. The oversight committee will review the appointment and make a recommendation to the Brown County Board of Supervisors. The County Executive, {Wisconsin State Statutes 59.17(2)(c)} will make every effort to re-appoint or make a new appointment to fill expiring terms to Committees; Commissions and Boards in a timely manner. In the event no re-appointment or new appointment is confirmed by the Brown County Board of Supervisors prior to the end of the term of the appointment, the present confirmed member will serve until a re-appointment or new appointment is confirmed.

HUMAN RESOURCES DEPARTMENT

*Brown County*

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HUMAN RESOURCES MANAGER

May 4, 2010

To: Executive Committee

Fr: Debbie Klarkowski  
Human Resources

RE: Salaries for Elected Officials

Pay levels for the positions of Sheriff and Clerk of Courts are on the agenda tonight. The salaries are to be set for the next four year term (01/2011 – 12/2014). The salaries for the positions of County Clerk, Register of Deeds and Treasurer were set in 2008 for the four year term beginning January 1, 2009 through December 31, 2012 with an approved annual increase of \$1,200.

To assist with discussions, I am forwarding a history of pay levels and corresponding percent increases for elected official positions and a summary of survey data from counties throughout the state.

# ELECTED OFFICIALS

Current Approved Salary  
4/9/2010

Year	Clerk of Courts	Percent Increase	Sheriff	Percent Increase	County Clerk	Register of Deeds	Percent Increase	Treasurer	Percent Increase
2001	\$53,870		\$76,850		\$53,870	\$53,870		\$57,150	
2002	\$53,870	0%	\$76,850	0%	\$53,870	\$53,870	0%	\$57,150	0%
2003	\$70,190	30%	\$78,827	3%	\$61,550	\$61,550	14%	\$67,300	18%
2004	\$70,190	0%	\$78,827	0%	\$61,550	\$61,550	0%	\$67,300	0%
2005	\$57,000	-19%	\$78,827	0%	\$57,000	\$57,000	-7%	\$57,000	-15%
2006	\$57,000	0%	\$78,827	0%	\$57,000	\$57,000	0%	\$57,000	0%
2007	\$61,000	7%	\$85,000	8%	\$61,000	\$61,000	7%	\$61,000	7%
2008	\$62,900	3%	\$87,000	2%	\$62,900	\$62,900	3%	\$62,900	3%
2009	\$64,800	3%	\$89,000	2%	\$64,100	\$64,100	2%	\$64,100	2%
2010	\$66,700	3%	\$91,000	2%	\$65,300	\$65,300	2%	\$65,300	2%
2011					\$66,500	\$66,500	2%	\$66,500	2%
2012					\$67,700	\$67,700	2%	\$67,700	2%

Term of Office: Clerk of Courts, - 4 Years (01/2011 - 12/2014)

Term of Office: Clerk of Courts, County Clerk, Register of Deeds, Treasurer - 4 Years (01/09 -12/2012)

Term of Office: Sheriff - 4 Years (01/2011- 12/2014)

Elected Officials were removed from the Class & Comp Plan in 2002; salaries now set by resolution.

## PROJECTED INCREASES

Projected increase at \$1,200 annually

Year	Clerk of Courts	% Increase	Sheriff	% Increase
2010	\$66,700		\$91,000	
2011	\$68,600	3%	\$92,900	2%
2012	\$70,500	3%	\$94,800	2%
2013	\$72,400	3%	\$96,700	2%

2% projected increase

Year	Clerk of Courts	Sheriff
2010	\$66,700	\$91,000
2011	\$68,034	\$92,820
2012	\$69,395	\$94,676
2013	\$70,783	\$96,570

2.25% projected increase

Year	Clerk of Courts	Sheriff
2010	\$66,700	\$91,000
2011	\$68,201	\$93,048
2012	\$69,735	\$95,141
2013	\$71,304	\$97,282

2.5% projected increase

Year	Clerk of Courts	Sheriff
2010	\$66,700	\$91,000
2011	\$68,368	\$93,275
2012	\$70,077	\$95,607
2013	\$71,829	\$97,997

2.75% projected increase

Year	Clerk of Courts	Sheriff
2010	\$66,700	\$91,000
2011	\$68,534	\$93,503
2012	\$70,419	\$96,074
2013	\$72,355	\$98,716

**Sheriff**

County	2010 Salary	Chief Dep. 2010 Max. Sal.	2011 Salary	2011 % Inc.	2012 Salary	2012 % Inc.	2013 Salary	2013 % Inc.	2014 Salary	2014 % Inc.	2010 Health %	2011 Health %	2012 Health %	2013 Health %	2014 Health %
Adams	\$67,766.00	\$67,891.20									15.00%				
Ashland	\$54,251.00														
Barron	\$67,845.00	\$74,303.00									10.00%				
Bayfield	\$67,614.00														
Brown	\$91,000.00	\$82,079.00													
Buffalo	\$62,075.00														
Burnett	\$60,700.00														
Calumet	\$75,000.00	\$72,103.00	\$77,250.00	3.00%	\$79,568.00	3.00%	\$81,159.00	2.00%	\$82,782.00	2.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Chippewa	\$73,245.00	\$73,091.92	\$74,343.72	1.50%	\$75,458.87	1.50%	\$76,590.75	1.50%	\$77,739.61	1.50%	9.00%	10.00%	10.00%		
Clark	\$62,310.00		\$62,310.00	0.00%	\$64,123.23	2.91%	\$65,380.04	1.96%	\$66,661.48	1.96%					
Columbia	\$69,154.00														
Crawford	\$57,076.00														
Dane	\$120,167.00	\$111,426.00	\$120,167.00	0.00%	\$123,772.00	3.00%	\$127,485.00	3.00%	\$131,309.00	3.00%	0.00%	0.00%			
Dodge	\$83,982.00	\$92,872.00	\$83,982.00	0.00%	\$83,982.00	0.00%	\$83,982.00	0.00%	\$83,982.00	0.00%					
Door	\$75,087.00														
Douglas	\$72,128.00	\$70,246.00													
Dunn	\$68,423.00	\$83,699.00													
Eau Claire	\$80,711.00														
Florence															
Fond du Lac	\$89,345.00														
Forest	\$58,088.74	\$56,118.40													
Grant	\$63,276.00	\$63,527.00	\$57,232.00	-9.55%	\$64,227.00	12.22%	\$64,869.00	1.00%	\$65,518.00	1.00%					
Green	\$67,500.00														
Green Lake	\$69,103.00	\$77,130.00	\$70,830.58	2.50%	\$72,601.34	2.50%									
Iowa	\$56,500.00	\$64,405.00	\$61,500.00	8.85%	\$62,730.00	2.00%	\$63,985.00	2.00%	\$65,264.00	2.00%	3.00%	10.00%	10.00%	10.00%	10.00%
Iron	\$55,994.00														
Jackson															
Jefferson	\$75,165.00	\$87,788.88													
Juneau	\$66,178.00														
Kenosha	\$89,605.00		\$91,397.00	2.00%	\$93,225.00	2.00%	\$95,090.00	2.00%	\$96,991.00	2.00%	NA	NA	NA	NA	NA
Kewaunee	\$62,124.00	\$62,453.00									10.00%	10.00%	10.00%		
La Crosse	\$89,459.89	\$84,493.50	\$82,143.00	3.00%	\$94,908.00	3.00%	\$97,755.00	3.00%	\$100,688.00	3.00%					
Lafayette	\$58,341.00	\$49,308.00													
Langlade	\$65,624.00														
Lincoln															
Manitowoc	\$80,213.00	\$77,727.00	\$81,416.00	1.50%	\$83,045.00	2.00%	\$85,121.00	2.50%	\$87,674.00	3.00%					
Marathon	\$94,025.00		\$96,375.63	2.50%											
Marquette	\$69,988.00	\$68,562.00	\$71,388.00	2.00%	\$72,816.00	2.00%	\$74,272.00	2.00%	\$75,757.00	2.00%	15.00%	15.00%	15.00%	15.00%	15.00%
Marquette	\$67,900.00	\$66,841.00	\$69,937.00	3.00%	\$72,035.11	3.00%	\$74,196.16	3.00%	\$76,422.05	3.00%	5.00%	15.00%	15.00%	15.00%	15.00%
Menominee															
Milwaukee															
Monroe	\$67,630.00	\$60,757.00	\$67,630.00	0.00%	\$67,630.00	0.00%	\$67,630.00	0.00%	\$67,630.00	0.00%					
Oconto	\$69,348.00	\$67,890.00	\$73,126.00	5.45%	\$74,223.00	1.50%	\$75,336.00	1.50%	\$76,466.00	1.50%	10.00%	10.00%	10.00%	10.00%	10.00%
Oneida	\$75,767.00	\$91,910.00													
Outagamie	\$86,779.00		\$88,515.00	2.00%	\$90,285.00	2.00%	\$92,091.00	2.00%	\$93,932.00	2.00%					
Ozaukee	\$94,192.00		\$94,192.00	0.00%	\$96,217.13	2.15%	\$98,285.80	2.15%	\$100,398.94	2.15%	10.00%	10.00%	10.00%	10.00%	10.00%
Pepin	\$56,495.00	\$54,747.36									10.00%				

County	2010 Salary	Chief Dep. 2010 Max. Sal.	2011 Salary	2011 % Inc.	2012 Salary	2012 % Inc.	2013 Salary	2013 % Inc.	2014 Salary	2014 % Inc.	2010 Health %	2011 Health %	2012 Health %	2013 Health %	2014 Health %
Pierce	\$68,195.00	\$86,153.60	\$69,900.00	2.50%	\$71,647.00	2.50%	\$73,439.00	2.50%	\$75,275.00	2.50%	10.00%	n/a	n/a	n/a	n/a
Polk	\$78,624.00	\$81,141.00	\$79,779.00	1.47%	\$80,976.00	1.50%	\$82,190.00	1.50%	\$83,423.00	1.50%					
Portage	\$76,942.00	\$83,274.00													
Price	\$58,447.14														
Racine	\$97,808.00														
Richland	\$64,254.00														
Rock	\$93,826.48	\$94,168.80													
Rusk	\$54,220.00	\$54,919.76	\$56,947.00	5.03%	\$58,655.00	3.00%	\$60,415.00	3.00%	\$61,623.00	2.00%	12.00%	12.00%	12.00%	12.00%	12.00%
St. Croix	\$80,225.00	\$79,156.00	\$80,225.00	0.00%	\$81,428.38	1.50%	\$82,649.80	1.50%	\$83,889.55	1.50%					
Sauk	\$84,413.00	\$72,721.00													
Sawyer	\$63,600.00		\$63,918.00	0.50%	\$64,877.00	1.50%	\$65,850.00	1.50%	\$66,838.00	1.50%					
Shawano	\$68,268.00		\$68,268.00	0.00%	\$68,950.68	1.00%	\$70,329.69	2.00%	\$71,736.29	2.00%					
Sheboygan	\$83,475.00	\$86,593.00	\$92,940.63	11.34%	\$92,940.63	0.00%	\$92,940.63	0.00%	\$92,940.63	0.00%					
Taylor	\$67,800.00		\$73,055.00	7.75%	\$74,516.00	2.00%	\$76,006.00	2.00%	\$77,527.00	2.00%	4.60%				
Trempealeau	\$60,209.00	\$85,322.00	\$75,000.00	24.57%	\$75,750.00	1.00%	\$76,507.50	1.00%	\$77,272.58	1.00%	15.00%				
Vernon	\$63,479.00	\$57,131.10	\$63,479.00	0.00%	\$64,749.00	2.00%	\$66,044.00	2.00%	\$67,364.00	2.00%					
Vilas															
Walworth	\$94,267.16	\$94,515.20	\$95,681.17	1.50%	\$97,116.39	1.50%	\$98,573.14	1.50%	\$100,051.74	1.50%					
Washburn	\$59,915.34	\$57,792.00													
Washington	\$85,692.33														
Waukesha	\$96,860.00	\$123,469.00													
Waupaca	\$68,737.00	\$78,112.00													
Waushara	\$76,844.00														
Winnebago	\$84,226.00	\$80,205.00	\$78,381.00	2.00%	\$79,948.00	2.00%	\$79,948.00	0.00%	\$79,948.00	0.00%	10.00%	10.00%	10.00%	15.00%	15.00%
Wood	\$75,296.00														

# Clerk of Courts

County	2010 Salary
Adams	\$52,569.00
Ashland	\$43,534.00
Barron	\$50,081.00
Bayfield	\$50,343.00
Brown	\$66,700.00
Buffalo	\$50,781.34
Burnett	\$49,254.25
Calumet	\$53,000.00
Chippewa	\$61,948.14
Clark	\$48,470.00
Columbia	
Crawford	\$49,218.00
Dane	\$86,268.00
Dodge	\$61,850.00
Door	\$55,919.00
Douglas	\$53,026.00
Dunn	\$54,531.00
Eau Claire	\$60,651.00
Florence	
Fond du Lac	\$68,724.00
Forest	\$39,958.38
Grant	\$51,781.00
Green	\$53,064.96
Green Lake	\$56,828.58
Iowa	\$46,146.00
Iron	\$45,960.00
Jackson	\$46,550.00
Jefferson	\$56,884.00
Juneau	\$51,570.00
Kenosha	\$73,759.00
Kewaunee	\$51,557.00
La Crosse	\$63,222.18
Lafayette	\$44,418.00
Langlade	\$52,203.00
Lincoln	\$55,743.00
Manitowoc	\$58,042.00
Marathon	\$73,892.00
Marquette	\$55,975.00
Marquette	\$48,327.00
Menominee	
Milwaukee	
Monroe	\$47,482.00
Oconto	\$52,844.00

2011 Salary	2011 % Inc.
\$45,275.36	4.00%
\$56,000.00	5.66%
\$62,877.40	1.50%
\$52,000.00	7.28%
\$86,268.00	0.00%
\$61,850.00	0.00%
\$56,610.00	3.81%
\$62,000.00	2.22%
\$52,038.00	0.50%
\$58,249.29	2.50%
\$48,560.00	5.23%
\$75,234.00	2.00%
\$66,383.00	5.00%
\$50,000.00	-4.22%
\$58,913.00	1.50%
\$75,739.30	2.50%
\$57,095.00	2.00%
\$49,776.81	3.00%
\$47,482.00	0.00%
\$53,637.00	1.50%

2012 Salary	2012 % Inc.
\$45,275.36	0.00%
\$57,680.00	3.00%
\$63,820.56	1.50%
\$53,019.20	1.96%
\$88,856.00	3.00%
\$61,850.00	0.00%
\$57,742.00	2.00%
\$63,240.00	2.00%
\$52,558.00	1.00%
\$59,705.52	2.50%
\$50,017.00	3.00%
\$76,739.00	2.00%
\$68,375.00	3.00%
\$52,500.00	5.00%
\$60,091.00	2.00%
\$58,236.00	2.00%
\$51,270.11	3.00%
\$47,482.00	0.00%
\$54,442.00	1.50%

2013 Salary	2013 % Inc.
\$45,728.11	1.00%
\$58,834.00	2.00%
\$64,777.86	1.50%
\$54,058.38	1.96%
\$91,522.00	3.00%
\$63,087.00	2.00%
\$59,186.00	2.50%
\$64,504.80	2.00%
\$53,084.00	1.00%
\$50,767.00	1.50%
\$78,274.00	2.00%
\$70,426.00	3.00%
\$55,000.00	4.76%
\$61,593.00	2.50%
\$59,401.00	2.00%
\$52,808.22	3.00%
\$47,482.00	0.00%
\$55,259.00	1.50%

2014 Salary	2014 % Inc.
\$46,647.25	2.01%
\$60,011.00	2.00%
\$65,749.52	1.50%
\$55,117.93	1.96%
\$94,267.00	3.00%
\$64,349.00	2.00%
\$60,666.00	2.50%
\$65,794.90	2.00%
\$53,615.00	1.00%
\$51,529.00	1.50%
\$79,839.00	2.00%
\$72,539.00	3.00%
\$55,000.00	0.00%
\$63,441.00	3.00%
\$60,589.00	2.00%
\$54,392.46	3.00%
\$47,482.00	0.00%
\$56,087.00	1.50%

2010 Health %	2011 Health %	2012 Health %	2013 Health %	2014 Health %
10.00%				
10.00%				
10.00%	10.00%	10.00%	10.00%	10.00%
9.00%	10.00%	10.00%		
0.00%	0.00%			
5.00%	7.50%	7.50%	7.50%	7.50%
3.00%	10.00%	10.00%	10.00%	10.00%
0.00%				
NA	NA	NA	NA	NA
10.00%	10.00%	10.00%		
15.00%	15.00%	15.00%	15.00%	15.00%
5.00%	15.00%	15.00%	15.00%	15.00%
10.00%	10.00%	10.00%	10.00%	10.00%

County	2010 Salary	2011 Salary	2011 % Inc.	2012 Salary	2012 % Inc.	2013 Salary	2013 % Inc.	2014 Salary	2014 % Inc.
Oneida	\$55,037.00								
Outagamie	\$69,699.00	\$71,093.00	2.00%	\$72,515.00	2.00%	\$73,965.00	2.00%	\$75,444.00	2.00%
Ozaukee	\$70,042.00	\$70,042.00	0.00%	\$71,547.90	2.15%	\$73,086.18	2.15%	\$74,657.54	2.15%
Pepin	\$43,296.00								
Pierce	\$51,128.00	\$53,974.00	5.57%	\$55,323.00	2.50%	\$56,706.00	2.50%	\$58,124.00	2.50%
Polk	\$51,958.40	\$52,737.78	1.50%	\$53,528.84	1.50%	\$54,331.78	1.50%	\$55,146.75	1.50%
Portage	\$61,984.00								
Price	\$42,780.00	\$44,705.00	4.50%	\$46,717.00	4.50%	\$46,717.00	0.00%	\$46,717.00	0.00%
Racine	\$77,358.00								
Richland	\$50,311.00								
Rock	\$67,886.02								
Rusk	\$41,926.00	\$44,035.00	5.03%	\$45,356.00	3.00%	\$46,716.00	3.00%	\$47,651.00	2.00%
St. Croix	\$55,059.00	\$61,000.00	10.79%	\$61,915.00	1.50%	\$62,843.73	1.50%	\$63,786.38	1.50%
Sauk	\$62,932.00								
Sawyer	\$47,759.00								
Shawano	\$52,012.00	\$52,012.00	0.00%	\$52,532.12	1.00%	\$53,582.76	2.00%	\$54,654.42	2.00%
Sheboygan	\$60,509.00	\$67,370.41	11.34%	\$67,370.41	0.00%	\$67,370.41	0.00%	\$67,370.41	0.00%
Taylor	\$45,770.00	\$49,065.00	7.20%	\$50,046.00	2.00%	\$51,047.00	2.00%	\$52,068.00	2.00%
Trenpealeau	\$49,938.00	\$57,500.00	15.14%	\$58,075.00	1.00%	\$58,655.75	1.00%	\$59,242.31	1.00%
Vernon	\$49,143.00	\$49,143.00	0.00%	\$50,126.00	2.00%	\$51,128.00	2.00%	\$52,151.00	2.00%
Vilas									
Walworth	\$70,543.20	\$71,601.35	1.50%	\$72,675.37	1.50%	\$73,765.50	1.50%	\$74,871.98	1.50%
Washburn	\$49,319.80	\$50,306.20	2.00%	\$50,306.20	0.00%	\$51,312.32	2.00%	\$51,312.32	0.00%
Washington	\$67,642.56	\$68,657.20	1.50%	\$71,403.49	4.00%	\$72,831.56	2.00%	\$74,288.19	2.00%
Waukesha	\$73,231.00								
Waupaca	\$61,053.00								
Waushara	\$67,047.00	\$68,188.00	2.00%	\$69,351.00	2.00%	\$69,351.00	0.00%	\$69,351.00	0.00%
Winnebago	\$62,166.00								
Wood	\$58,132.75								





In Account With

**FREDERICK J. MOHR** LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Phone: (920) 437-5441 Fax: (920) 437-5443

**RECEIVED**

APR 02 2010

Human Resources

**RECEIVED BY**  
APR 07 2010  
Brown County  
Corporation Counsel

BROWN COUNTY  
C/O DEBBIE KLARKOWSKI  
PO BOX 23600  
GREEN BAY WI 54305-3600

Page: 1

March 31, 2010

Account No: 2646M

Corporation Counsel	\$2,384.03
Miscellaneous	\$429.00
Hobart Suit	\$521.50
	<hr/>
	\$3,334.53
	<hr/>

Interest accrues at the rate of 1% per month on all balances over 30 days.

In Account With

**FREDERICK J. MOHR** LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY  
C/O DEBBIE KLARKOWSKI  
PO BOX 23600  
GREEN BAY WI 54305-3600

Page: 1  
March 31, 2010  
Account No: 2646-0M  
Statement No: 4625

---

Corporation Counsel

Previous Balance \$2,384.03

Balance Due \$2,384.03

Account No: 2646-5M  
Statement No: 4625

Miscellaneous

Previous Balance \$468.00

03/12/10 Less Payment Received -39.00

Balance Due \$429.00

Account No: 2646-6M  
Statement No: 4625

Hobart Suit

Previous Balance \$619.00

03/12/10 Less Payment Received -97.50

In Account With

**FREDERICK J. MOHR** LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY

Page: 2

March 31, 2010

Account No: 2646-6M

Statement No: 4625

Hobart Suit

---

Balance Due

\$521.50

Total Balance Due

\$3,334.53

Interest accrues at the rate of 1% per month on all balances over 30 days.

6

In Account With

**FREDERICK J. MOHR** LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

**RECEIVED**

APR 06 2010

Human Resources

BROWN COUNTY HUMAN RESOURCES  
C/O KAY LENZEN  
305 EAST WALNUT STREET  
GREEN BAY WI 54301

**RECEIVED BY**  
APR 07 2010

Brown County  
Corporation Counsel

Page: 1

March 31, 2010

Account No:

2647M

1901E	\$0.00
Sheriff's Dept. (Van Lanen)	\$994.50
Teamsters	\$1,053.00
Electricians	\$1,150.50
Library	\$565.50
Telecommunicators	\$921.00
Medical Examiners	\$0.00
	<u>\$4,684.50</u>

Interest accrues at the rate of 1% per month on all balances over 30 days.

6

BROWN COUNTY HUMAN RESOURCES  
C/O KAY LENZEN  
305 EAST WALNUT STREET  
GREEN BAY WI 54301

Page: 1  
March 31, 2010  
Account No: 2647-2M  
Statement No: 4626

1901E

Previous Balance	\$175.50
03/12/10 Less Payment Received	-175.50
Balance Due	<u>\$0.00</u>

Account No: 2647-4M  
Statement No: 4626

Sheriff's Dept. (Van Lanen)

Previous Balance	\$1,345.50
------------------	------------

	Hours	
Review of Hearing Procedures	0.30	58.50
Drafting of Arbitration Agreement	0.40	78.00
Letter to Gossage	0.20	39.00
Letter to Attorney Fairweather	0.20	39.00
Telephone Conference with Gossage	0.20	39.00
Attention to Letter from Attorney Fairweather	0.20	39.00
Letter to Attorney Fairweather	0.20	39.00
Telephone Conference with Attorney Fairweather	0.20	39.00
Letter to Gossage	0.20	39.00
Attention to Letter from Attorney Fairweather	0.20	39.00

In Account With

**FREDERICK J. MOHR** LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY HUMAN RESOURCES

Page: 2

March 31, 2010

Account No: 2647-4M  
Statement No: 4626

Sheriff's Dept. (Van Lanen)

	Hours	
Review of Arbitration Agreement	0.20	39.00
Letter to Sheriff	0.20	39.00
Attention to Letter from Sheriff	0.20	39.00
Letter to Attorney Fairweather	0.20	39.00
Attention to Letter from Sanborn	0.20	39.00
Letter to Mary Scray	0.20	39.00
Letter to Sheriff	0.20	39.00
Letter to Attorney Fairweather	0.20	39.00
Telephone Conference with Konrath	0.20	39.00
Review of Use of Polygraph	0.20	39.00
For Current Services Rendered	4.30	838.50
Total Current Work		838.50
03/12/10 Less Payment Received		-1,189.50
Balance Due		<u>\$994.50</u>

Account No: 2647-5M  
Statement No: 4626

Teamsters

Previous Balance \$507.00

	Hours	
Attention to Letter from WERC	0.20	39.00

6

In Account With

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BROWN COUNTY HUMAN RESOURCES

Page: 3

March 31, 2010

Account No: 2647-5M  
Statement No: 4626

Teamsters

	Hours	
Letter to Debbie	0.20	39.00
Attention to Letter from WERC	0.20	39.00
Telephone Conference with Kirchman	0.20	39.00
Telephone Conference with Kirchman	0.20	39.00
Attention to Letter from Kirchman	0.20	39.00
Attention to Letter from Teamsters	0.20	39.00
Attention to Letter from Arbitrator	0.20	39.00
Letter to Arbitrator	0.20	39.00
Attention to Letter from Arbitrator	0.20	39.00
Attention to Letter from Kirchman	0.20	39.00
Attention to Letter from Arbitrator	0.20	39.00
Letter to Debbie	0.20	39.00
Letter to Arbitrator	0.20	39.00
Attention to Letter from Kirchman	0.20	39.00
For Current Services Rendered	3.00	585.00
Total Current Work		585.00
03/12/10 Less Payment Received		-39.00
Balance Due		<u><u>\$1,053.00</u></u>

BROWN COUNTY HUMAN RESOURCES

Page: 4

March 31, 2010

Account No:	2647-6M
Statement No:	4626

Electricians

Previous Balance	\$1,267.50
------------------	------------

03/12/10 Less Payment Received	-117.00
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Balance Due	<u>\$1,150.50</u>
-------------	-------------------

Account No:	2647-7M
Statement No:	4626

Library

Previous Balance	\$643.50
------------------	----------

	Hours	
Attention to Letter from Arbitrator	0.20	39.00
Attention to Letter from Etten	0.20	39.00
Attention to Letter from Etten	0.20	39.00
Letter to Etten	0.20	39.00
Drafting of Settlement Agreement	0.30	58.50
Attention to Letter from Etten	0.20	39.00
Letter to Debbie	0.20	39.00
Letter to Arbitrator	0.20	39.00
Attention to Letter from Arbitrator	0.20	39.00
For Current Services Rendered	1.90	370.50
Total Current Work		370.50



In Account With

**FREDERICK J. MOHR** LLC

ATTORNEY AT LAW

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Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY HUMAN RESOURCES

Page: 5

March 31, 2010

Library

Account No: 2647-7M  
Statement No: 4626

---

03/12/10 Less Payment Received	-448.50
--------------------------------	---------

Balance Due	<u>\$565.50</u>
-------------	-----------------

Telecommunicators

Account No: 2647-8M  
Statement No: 4626

Previous Balance	\$2,988.00
------------------	------------

03/12/10 Less Payment Received	-2,067.00
--------------------------------	-----------

Balance Due	<u>\$921.00</u>
-------------	-----------------

Medical Examiners

Account No: 2647-9M  
Statement No: 4626

Previous Balance	\$1,170.00
------------------	------------

03/12/10 Less Payment Received	-1,170.00
--------------------------------	-----------

Balance Due	<u>\$0.00</u>
-------------	---------------

In Account With

**FREDERICK J. MOHR** LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

Page: 6

BROWN COUNTY HUMAN RESOURCES

March 31, 2010

Account No: 2647-9M

Statement No: 4626

Medical Examiners

---

Total Balance Due

\$4,684.50

Interest accrues at the rate of 1% per month on all balances over 30 days.

6

IN ACCOUNT WITH

**MICHAEL BEST**

& FRIEDRICH LLP

One South Pinckney Street  
P.O. Box 1806  
Madison, Wisconsin 53701-1806  
FAX 608.283.2275  
Telephone 608.257.3501

Michaelbest.com

John F. Luetscher  
Brown County Corporation Counsel  
Northern Building - Room 680  
305 East Walnut Street  
PO Box 23600  
Green Bay, WI 54305-3600

Client: 018236

April 15, 2010  
Invoice No. 1102217

EIN 39-0934985

Due Upon Presentation  
Return Upper Portion with Payment

Invoice No. 1102217

For Professional services rendered through March 31, 2010, as follows:

**Matter: 018236-0009 Environmental Matters**

3/1/10	L Bochert	Telephone conversation with Mr. Haen with respect to issues associated with dredging operations and his request for assistance in determining means to obtain priority on dredging in port.	0.30	\$112.50
3/2/10	L Bochert	Telephone conversation with Mr. Haen with respect to maintenance, navigational dredging issues; review materials provided; prepare suggested draft letters for congressional and state legislator offices to use to request resolution of matter by EPA, DNR and Governor's office; email same to DACrass and IAPitz for consideration in light of other activities involving Brown County, Fox River, Corps of Engineers and EPA.	2.00	\$750.00
3/3/10	L Bochert	Receive comment from IAPitz and DACrass on draft letters regarding navigation dredging; prepare and transmit email with draft letters and suggested course of action to Mr. Haen for his consideration.	0.40	\$150.00
3/5/10	L Bochert	Confer with Mr. Haen with respect to announcement by Congressman Kagen that EPA and the Corps have agreed to navigation dredging and handling of same in context of March 8 meeting with various stakeholders.	0.40	\$150.00

Total Hours 3.10

Total Services \$1,162.50

**MICHAEL BEST**

& FRIEDRICH LLP

IN ACCOUNT WITH



One South Pinckney Street  
P.O. Box 1806  
Madison, Wisconsin 53701-1806  
FAX 608.283.2275  
Telephone 608.257.3501

Michaelbest.com

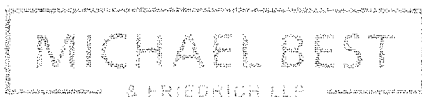
Client: 018236

Page 2

April 15, 2010  
Invoice No. 1102217

**Matter: 018236-0009 Environmental Matters**

<b>Total This Matter</b>	<b>\$1,162.50</b>
Balance from previous statement	\$2,438.55
Payments received	(2,438.55)
Current Balance	<u><u>\$1,162.50</u></u>



# IN ACCOUNT WITH

**MICHAEL BEST**

& FRIEDRICH LLP

One South Pinckney Street  
P.O. Box 1806  
Madison, Wisconsin 53701-1806  
FAX 608.283.2275  
Telephone 608.257.3501

Michaelbest.com

John F. Luetscher  
Brown County Corporation Counsel  
Northern Building - Room 680  
305 East Walnut Street  
PO Box 23600  
Green Bay, WI 54305-3600

Client: 018236

April 15, 2010  
Invoice No. 1102218

EIN 39-0934985

Due Upon Presentation  
Return Upper Portion with Payment

Invoice No. 1102218

For Professional services rendered through March 31, 2010, as follows:

**Matter: 018236-0042 Fox River Cleanup - Insurance**

3/2/10	C Smith	Correspondence to Attorney Skardon retaining CNA erroneous payment; email from CNA regarding settlement authority.	0.30	\$96.00
3/9/10	C Smith	Emails to/from CNA regarding invoice/payment issues; email to County regarding same.	0.20	\$64.00
3/10/10	C Smith	Telephone conference call with DACrass regarding status of settlement negotiations; telephone conference call with IAPitz regarding summary judgment filing due 4/3/10.	0.20	\$64.00
3/15/10	C Smith	Prepare defense cost summary and email to Attorney J. Luetscher regarding same.	0.50	\$160.00
3/22/10	C Smith	Correspondence to Mr. Luetscher regarding defense cost payment; correspondence to J. Beacham and S. Skardon regarding tender of invoice for payment; update defense cost tracker.	0.50	\$160.00
3/30/10	C Smith	Review invoicing/insurer payment issue; update defense cost tracking chart.	0.20	\$64.00
3/31/10	C Smith	Correspondence to Attorney J. Luetscher providing payment.	0.10	\$32.00
Total Hours			2.00	
Total Services				\$640.00

## Disbursements:

Photocopying 7.95

Disbursements Total \$7.95

**MICHAEL BEST**

& FRIEDRICH LLP

IN ACCOUNT WITH



One South Pinckney Street  
P.O. Box 1806  
Madison, Wisconsin 53701-1806  
FAX 608.283.2275  
Telephone 608.257.3501

Michaelbest.com

Client: 018236

Page 2

April 15, 2010  
Invoice No. 1102218

**Matter: 018236-0042 Fox River Cleanup - Insurance**

<b>Total This Matter</b>	<b>\$647.95</b>
Balance from previous statement	\$1,687.69
Payments received	(564.64)
Current Balance	<u><u>\$1,771.00</u></u>



IN ACCOUNT WITH



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P.O. Box 1806  
Madison, Wisconsin 53701-1806  
FAX 608.283.2275  
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Michaelbest.com

Client: 018236

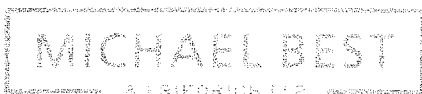
Page 3

April 15, 2010  
Invoice No. 1102218

**Matter: 018236-0042 Fox River Cleanup - Insurance**

**ATTORNEY BREAKDOWN**

<b>Attorney</b>	<b>Title</b>	<b>Hours Worked</b>	<b>Billed Per Hour</b>	<b>Bill Amount</b>
C Smith	Partner	2	\$320.00	\$640.00
<b>Totals</b>		<b>2.00</b>		<b>\$640.00</b>



IN ACCOUNT WITH

**MICHAEL BEST**

& FRIEDRICH LLP

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Madison, Wisconsin 53701-1806  
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John F. Luetscher  
Brown County Corporation Counsel  
Northern Building - Room 680  
305 East Walnut Street  
PO Box 23600  
Green Bay, WI 54305-3600

Client: 018236

April 15, 2010  
Invoice No. 1102219

EIN 39-0934985

Due Upon Presentation  
Return Upper Portion with Payment

Invoice No. 1102219

For Professional services rendered through March 31, 2010, as follows:

**Matter: 018236-0044 API and NCR v. George A. Whiting, et al.**

3/2/10	I Pitz	Read recent case filings, including order denying leave to take discovery.	1.00	\$375.00
3/3/10	I Pitz	Review and comment on draft letter from Dean Haen.	0.40	\$150.00
3/3/10	D Crass	Review dredging letters; provide input to LHBochert regarding same; review settlement.	1.00	\$425.00
3/10/10	D Crass	Conference with CESmith regarding status of settlement authority.	0.20	\$85.00
3/19/10	I Pitz	Review recent case filings and correspondence.	0.80	\$300.00
3/20/10	D Crass	Review U.S. reply brief regarding De Pere de minimis settlement for government's positions in light of same to utilize for settlement negotiations regarding Brown County.	0.50	\$212.50
3/29/10	I Pitz	Review summary judgment briefs and correspondence with Government regarding contribution claim; begin drafting summary judgment brief.	3.60	\$1,350.00
3/30/10	A Wildeman	Conference with RVEsum regarding file review for documents related to discharges of PCBs from Bayport facility; draft email to IAJPitz regarding production of discovery documents to USEPA and/or USEPA's attorneys.	0.50	\$95.00
3/30/10	R Exum	Index remaining Renard and Bay Port documents; review document database for reports or data regarding discharges from Bay Port facility; identify responsive documents for AWildeman.	4.00	\$560.00
3/30/10	I Pitz	Continue drafting summary judgment brief.	4.40	\$1,650.00
3/31/10	A Wildeman	Conference with RVEsum regarding documentation of PCB discharges from Bayport facility.	0.20	\$38.00
3/31/10	I Pitz	Read draft of Green Bay's summary judgment brief; revise Brown County's brief.	1.80	\$675.00
3/31/10	R Exum	Review production documents for PCB test results; prepare summary table of test results.	4.10	\$574.00

**MICHAEL BEST**

& FRIEDRICH LLP



IN ACCOUNT WITH

**MICHAEL BEST**  
& FRIEDRICH LLP

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Client: 018236

Page 2

April 15, 2010  
Invoice No. 1102219

**Matter: 018236-0044 API and NCR v. George A. Whiting, et al.**

Total Hours 22.50

Total Services \$6,489.50

Disbursements:

**Total This Matter \$6,489.50**

Balance from previous statement \$11,138.12

Payments received (1,946.75)

Current Balance \$15,680.87

**MICHAEL BEST**  
& FRIEDRICH LLP

IN ACCOUNT WITH



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Client: 018236

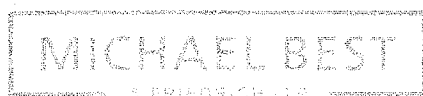
Page 3

April 15, 2010  
Invoice No. 1102219

**Matter:** 018236-0044 API and NCR v. George A. Whiting, et al.

**ATTORNEY BREAKDOWN**

Attorney	Title	Hours Worked	Billed Per Hour	Bill Amount
A Wildeman	Associate	0.7	\$190.00	\$133.00
D Crass	Partner	1.7	\$425.00	\$722.50
I Pitz	Partner	12	\$375.00	\$4,500.00
R Exum	Paralegal	8.1	\$140.00	\$1,134.00
<b>Totals</b>		<b>22.50</b>		<b>\$6,489.50</b>



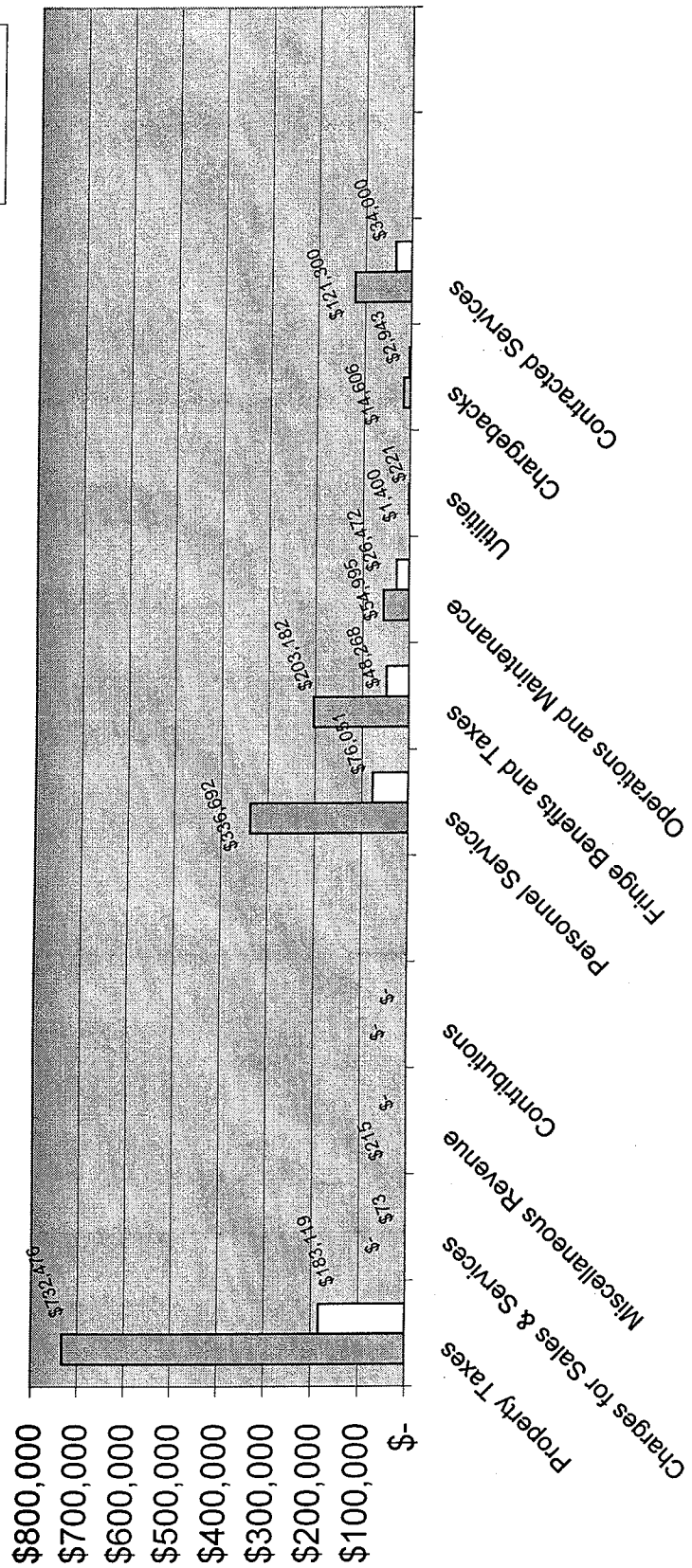
	Annual Budget	YTD Actual
Property Taxes	\$ 732,476	\$ 183,119
Charges for Sales & Services	\$ -	\$ 73
Miscellaneous Revenue	\$ 215	\$ -
Contributions	\$ -	\$ -
Personnel Services	\$ 336,692	\$ 76,051
Fringe Benefits and Taxes	\$ 203,182	\$ 48,268
Operations and Maintenance	\$ 54,995	\$ 26,472
Utilities	\$ 1,400	\$ 221
Chargebacks	\$ 14,606	\$ 2,943
Contracted Services	\$ 121,300	\$ 34,000

**Highlights:**

48% of the Operations and Maintenance budget has been used due to full payment of WCA and NACO dues and charges for new VoIP phones installed in the Board office in March.  
67% of the Contracted Services budget has been used due to partial payment of the 2009 external audit fees.

## Board of Supervisors - March 31, 2010

■ Annual Budget  
□ YTD Actual



## March 2010 Budget Report - County Board

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
<b>Revenues</b>									
PTX - Property taxes	732,476.00	0.00	732,476.00	61,039.67	0.00	183,119.01	549,356.99	25%	189,597.00
CSS - Charges for sales and services	0.00	0.00	0.00	23.63	0.00	72.78	(72.78)	+++	0.00
MRV - Miscellaneous revenue	215.00	0.00	215.00	0.00	0.00	0.00	215.00	0%	204.00
CTB - Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Revenue Totals:	\$732,691.00	\$0.00	\$732,691.00	\$61,063.30	\$0.00	\$183,191.79	\$549,499.21	25%	\$189,801.00
<b>Expenditures</b>									
PER - Personnel services	336,692.00	0.00	336,692.00	25,772.91	0.00	76,050.99	260,641.01	23%	75,574.50
FBT - Fringe benefits and taxes	203,182.00	0.00	203,182.00	16,079.39	0.00	48,268.49	154,913.51	24%	44,007.18
OPM - Operations and maintenance	54,995.00	0.00	54,995.00	753.52	0.00	26,471.57	28,523.43	48%	27,011.35
UTL - Utilities	1,400.00	0.00	1,400.00	11.87	0.00	220.50	1,179.50	16%	315.96
CHG - Chargebacks	14,606.00	0.00	14,606.00	969.84	0.00	2,943.42	11,662.58	20%	3,280.72
CON - Contracted services	121,300.00	0.00	121,300.00	3,500.00	47,800.00	34,000.00	39,500.00	67%	47,100.00
Expenditure Totals:	\$732,175.00	\$0.00	\$732,175.00	\$47,087.53	\$47,800.00	\$187,954.97	\$496,420.03	32%	\$197,289.71
Revenue Total:	\$732,691.00	\$0.00	\$732,691.00	\$61,063.30	\$0.00	\$183,191.79	\$549,499.21	25%	\$189,801.00
Expenditure Total:	\$732,175.00	\$0.00	\$732,175.00	\$47,087.53	\$47,800.00	\$187,954.97	\$496,420.03	32%	\$197,289.71
Fund: 100 Net Total	\$516.00	\$0.00	\$516.00	\$13,975.77	(\$47,800.00)	(\$4,763.18)	\$53,079.18		(\$7,488.71)
Revenue Grand Total:	\$732,691.00	\$0.00	\$732,691.00	\$61,063.30	\$0.00	\$183,191.79	\$549,499.21	25%	\$189,801.00
Expenditure Grand Total:	\$732,175.00	\$0.00	\$732,175.00	\$47,087.53	\$47,800.00	\$187,954.97	\$496,420.03	32%	\$197,289.71
Grand Total:	\$516.00	\$0.00	\$516.00	\$13,975.77	(\$47,800.00)	(\$4,763.18)	\$53,079.18		(\$7,488.71)

**BROWN COUNTY**

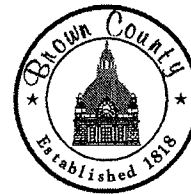
**INFORMATION SERVICES DEPARTMENT  
INTERNAL CONTROLS**

**AN AUDIT PERFORMED BY THE  
BROWN COUNTY INTERNAL AUDITOR**

**APRIL 2010**

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4014 FAX (920) 448-6221  
E-mail: perrizo\_sj@co.brown.wi.us

**SARA J. PERRIZO, CPA**  
**INTERNAL AUDITOR**

May 10, 2010

Ms. Mary Scray  
Chairman, Executive Committee  
305 East Walnut Street  
Green Bay, WI 54301

Dear Chairperson Scray:

I have completed an audit of the internal controls surrounding monetary receipts and disbursements in the Brown County Information Services (IS) department. The attached report includes a summary of the fieldwork performed and recommended changes to the internal control structure of the IS department.

The recommendations and proposed policies detailed in this report have been shared with Bob Heimann, Director of Information Services and his staff. Mr. Heimann has been given the opportunity to review the report and recommendations with his staff and their responses are attached to the report. This report has also been shared with County Executive Hinz and Carolyn Maricque, Interim Director of Administration.

Discussion of this report will be placed on the agenda for the Monday, May 10, 2010 Executive Committee meeting.

I would like to share with you my appreciation for the cooperation and assistance I have received from Mr. Heimann and the entire staff of the Information Services department during this audit.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sara J. Perrizo".

Sara J. Perrizo, CPA  
Brown County Internal Auditor

cc: Executive Committee Members  
Tom Hinz, County Executive  
Carolyn Maricque, Interim Director of Administration  
Bob Heimann, Information Services Director

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### **Audit Scope**

As approved by the Executive Committee as part of the annual Internal Audit workplan, the scope of this audit included reviewing the internal control structure surrounding the procurement, tracking and storage of assets and the cost chargeback process in the Brown County Information Services department. The Information Services department does not handle or process a material amount of cash at this time.

### **Background**

The Brown County Information Services department became a stand-alone department during the 2010 budget process after being located within the Department of Administration for several years. The department is budgeted to purchase approximately \$325,000 in equipment in 2010.

### **Audit Fieldwork Conducted**

Audit fieldwork conducted included interviews with the Information Services Director and key members of the Information Services team as well as observation of storage areas and spot checks of invoices and packing slips.

### **Findings and Recommendations**

The internal control process in the Information Services department is an ongoing process. As technology changes, so must the controls that protect it. At this time, the following changes to the internal control structure of the Information Services department are recommended.

1. Brown County currently uses a contracted company to dispose of old and unusable equipment. The current process currently has the Network Support Clerk both disposing of the assets as well as verifying the inventory asset receipt report from the contractor. To improve controls over this process, it is recommended that an employee other than the Network Support Clerk conduct a second verification of the inventory asset receipt report.
2. There is currently not a process in place for the disposal of capitalized software packages. This lack of policy could lead to a potential for inappropriate usage of County assets. It is recommended that the Information Services department work with the Internal Auditor to create a policy for disposal of these capitalized assets.
3. Currently there are numerous pieces of equipment that are kept in a storage room until such time that they are needed for employee use. This storage room has a keyed door lock, but there are a number of County employees that have keys for the lock. To have better security and control over this equipment, it is recommended that a badge-swipe lock be placed on the door to the storage room. In addition, it is recommended that the placement of a security camera in the storage room be considered to monitor the activity in the room.
4. With regard to the inventory of equipment that is currently kept in storage, it appears as though a majority of that equipment was purchased in bulk in order to receive sizable price discounts. However, at times some of this equipment remains in storage for several months. A discussion with the Information Services director revealed several benefits of keeping a large inventory such as continuity of equipment models (saving set-up time), a



reduction in administrative time due to less orders being placed and quick accessibility when a piece of equipment is needed. Some of the concerns with keeping an inventory such as this include loss of warranty time as long the equipment remains in storage, risk of damage to the equipment and the cost and challenge of securing the equipment. Due to these reasons, it is recommended that the Information Services department conduct a cost/benefit analysis of bulk purchasing each time an equipment order is placed. Because the County is eligible to purchase equipment using State contract pricing (with no minimum purchase required), it is recommended that this pricing be considered in the cost/benefit analysis prior to purchasing equipment that is not on the State contract.

5. Each year during the annual budget process, the Information Services Department staff calculates a 'chargeback' amount for each County department. A portion of this chargeback is an amount for replacement of computers. In previous years, the full cost of the equipment to be replaced was charged to the appropriate department in the year of the replacement. This resulted in large variances in the chargeback amounts and made budgeting difficult for the departments. Several years ago this process was improved by using a five year replacement calculation where one-fifth of the cost of the equipment is charged to the department each year, thus building up a pool of money that is then used to replace the equipment. However, there is one concern with calculating the chargebacks in this manner and that is that the costs of the equipment change from year to year. For example, in 2009, a cost of \$917 was used as the basis for the 2010 budgeted chargebacks, but in 2010 the County received a quote for a similar (acceptable) machine for \$570. This could ultimately result in the departments being overcharged for replacement equipment. Therefore, it is recommended that the Information Services department continue to review the cost of the equipment each year during the budget process and that the chargeback amounts continue to be adjusted to reflect the most current cost estimate. In addition, it is recommended that if the cost of the equipment decreases, the chargeback amount should be decreased as well as adjusted for the prior year overcharge. If the cost of the equipment increases, the chargeback amount should be adjusted in the same manner.
6. The Information Services department is responsible for tagging all computers and printers that are in use in Brown County. This involves assigning each asset a unique identifying number, recording the information in a spreadsheet, physically placing the ID tag on the asset and reporting the identifying information to the Accounts Payable department. Currently, the Network Support Manager is in charge of physically placing the ID tags on the equipment and recording the tag ID number in the appropriate spreadsheet. At this time, this process lags behind the deployment of the equipment by approximately one year. To improve this process and therefore the internal controls, the following is recommended:
  - Instead of the Network Support Manager physically placing the ID tags on all equipment, it is recommended that the Information Services employee who issues the equipment obtain the ID number from the Network Support Manager and place the corresponding tag on the equipment at the time of deployment to a County department.
  - All assets should be assigned a tag number at the time they are received by the County. At this time, assets that are located in storage are not assigned an ID number.
  - The Information Services department has not received clear direction regarding which assets require tagging. It is recommended that the Information Services

Director discuss this issue with the Finance Director to develop a clear policy on asset tagging.

- Regardless of the changes made to this procedure, it is vital that the tagging process be brought up to date and that it stays current at all times.
7. The Management Information Coordinator (Public Safety) in the Information Services department is often in charge of large projects that are funded with bond proceeds. At this time, this position does not have access in the Logos system to view the financial transactions that are recorded against these projects. For better cost control and tracking, it is recommended that the Management Information Coordinator (Public Safety) be given inquiry access to the projects that fall under the control of this position.

### **Conclusion**

The Brown County Information Services department has made some improvements over internal controls in the last several years. Implementation of the above recommendations will serve to strengthen the controls and reduce the risk of fraud and theft in the County.

INFORMATION SERVICES DEPARTMENT

*Brown County*

305 E. WALNUT STREET, FIFTH FLOOR  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600

ROBERT J. HEIMANN

PHONE: (920) 448-4025 FAX: (920) 448-6266 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

DIRECTOR

May 10, 2010

Ms. Mary Scray  
Chairman, Executive Committee  
305 East Walnut Street  
Green Bay, WI 54301

Dear Chairperson Scray:

I met with Internal Auditor Sara Perrizo regarding the internal controls audit dated April 2010 on the Brown County Information Services Department. The information provided below addresses the seven items identified in the audit. I would also like to compliment Sara on the thoroughness of her audit. Her questions and drilling down techniques helped identify some opportunities for improvement.

1. The recommendation in item 1 will provide additional verification. A process has been written and implemented. This new process for verifying disposal of assets has been reviewed and agreed to by the Internal Auditor.
2. Item 2 deals with the disposal of capitalized software. In discussions with the Internal Auditor it is unclear exactly how the "inappropriate use" of this intangible capitalized software could occur. However, I will work with the Internal Auditor to satisfy or eliminate this concern.
3. In item 3 the Internal Auditor and I are in agreement on the value of tightening controls of the storage room that holds technology equipment before installation. Upon first review of the recommendations of badge controlled access and a security camera it seemed very comprehensive to better control and monitor the room. Upon further thought I believe a motion detecting security camera strategically placed is sufficient for control. The camera could be set up with a 30 day retention of activity. The camera will visibly capture all entry and exit into the room as well as provide a wider angle view at some of the equipment. The activity through this camera can be scanned daily for suspicious activity.
4. Item 4 addresses the equipment that is referenced above in item 3. When technology equipment arrives it is temporarily stored waiting for unpacking, asset tagging, software installation and general preparation for installation. The process of reviewing personal computer (PC) costs, model obsolescence, state contract pricing, work schedules, etc. are all considerations currently utilized for all technology equipment replacement planning. I agree with the Internal Auditor that we should continue to review cost benefit analysis. In 2009 the IS Department did fall behind with PC installations. The IS Department not only had the normal approximate 200 PC installations, but we had approximately 140 used PC's get installed at the Library and the County had a virus outbreak whereby the remediation of the virus detracted from the planned installations. With the state pricing in place for 2010 there is no cost advantage for a large bulk order of PC's so the ordering cycle will be adjusted accordingly.

5. The new technology replacement schedule referenced in item 5 is a new process that is only one year old. There have already been modification made to the process for 2010 and there are more planned in 2011. This process has averaged out the cost to departments over 5 years which is extremely beneficial for department budgeting. Costs of equipment fluctuate each year and the cost per line item for technology equipment has been trending downward. The PC and laptop costs used are an average. Brown County uses multiple models of desktop PC's and laptops with varying costs. In addition the plan to date did not have monitors broken out separately. Some locations utilize two monitors in their line of work. The 911 Center actually uses three monitors per station. Starting in 2011 the equipment replacement plan will break out monitors by department for better accountability plus we are planning to extend the life of monitors from 5 – 7 years so the life of a monitor is not tied to the life of the PC.
6. The Internal Auditor and I had some healthy discussions regarding asset tagging. There are multiple issues here both with the process of tagging and identification of what needs to be tagged. There have been improvements made within Brown County in asset tracking in the last couple years, but there is still room for improvement. The IS Department will work with Finance to establish a better definition of what needs to be tagged and work internally to improvement the tagging process.
7. Item 7 is an interesting item that made the list. There has been no denial of access implemented for the Management Information Coordinator. There is also no open request for this access. I will work with the Financial Security Controls person to implement this request unless there is some security/confidentiality reason why such access shouldn't be granted.

I would be happy to address any questions regarding this report.

Respectfully submitted,

Robert Heimann  
Brown County Information Services Director

cc: Executive Committee Members  
Tom Hinz, County Executive  
Sara Perrizo, Internal Auditor

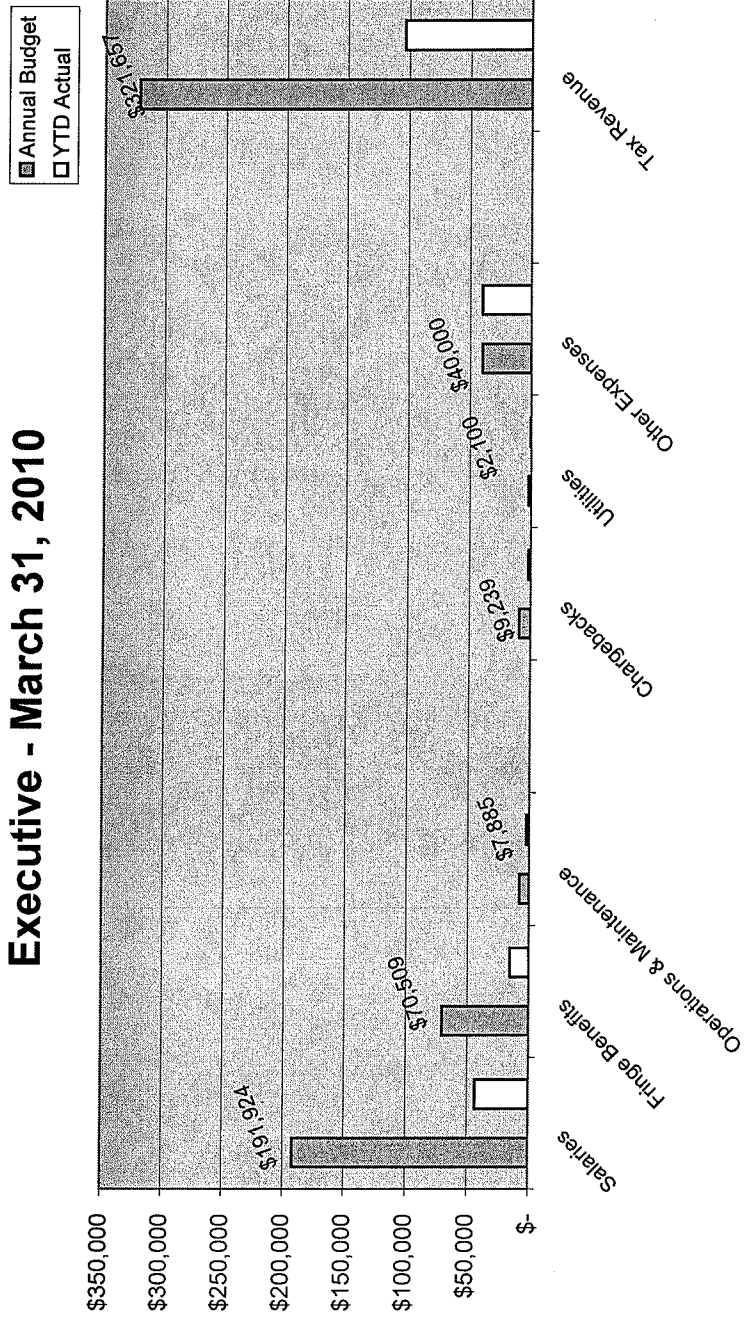
Brown County  
Executive  
Budget Status Report

3/31/2010

HIGHLIGHTS:

	Annual Budget	YTD Actual
Salaries	\$ 191,924	\$ 43,747
Fringe Benefits	\$ 70,509	\$ 15,603
Operations & Maintenance	\$ 7,885	\$ 2,263
Chargebacks	\$ 9,239	\$ 1,889
Utilities	\$ 2,100	\$ 505
Other Expenses	\$ 40,000	\$ 40,000
Tax Revenue	\$ 321,657	\$ 103,436

Executive - March 31, 2010



PRODUCTION \*Brown Co\* PRODUCTION  
**Executive Budget Report March 2010**  
 Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	Used / Rec'd	%	Prior Year Total
<b>Fund: 100 - GF</b>										
<b>Revenues</b>										
PTX - Property taxes	321,657.00	0.00	321,657.00	26,804.75	0.00	80,414.25	241,242.75	25%		346,714.00
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++		1,841.00
Revenue Totals:	\$321,657.00	\$0.00	\$321,657.00	\$26,804.75	\$0.00	\$80,414.25	\$241,242.75	25%		\$348,555.00
<b>Expenditures</b>										
PER - Personnel services	191,924.00	0.00	191,924.00	15,420.30	0.00	43,176.84	148,747.16	22%		202,735.34
FBT - Fringe benefits and taxes	70,509.00	0.00	70,509.00	5,341.06	0.00	15,603.01	54,905.99	22%		67,767.59
OPM - Operations and maintenance	7,885.00	0.00	7,885.00	44.58	0.00	2,263.29	5,621.71	29%		4,419.29
UTL - Utilities	2,100.00	0.00	2,100.00	255.35	0.00	504.50	1,595.50	24%		2,007.29
CHG - Chargebacks	9,239.00	0.00	9,239.00	622.48	0.00	1,888.80	7,350.20	20%		9,030.52
CON - Contracted services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++		0.00
OTH - Other	40,000.00	0.00	40,000.00	0.00	0.00	40,000.00	0.00	100%		50,000.00
Expenditure Totals:	\$321,657.00	\$0.00	\$321,657.00	\$21,683.77	\$0.00	\$103,436.44	\$218,220.56	32%		\$335,960.03
<b>Revenue Total:</b>	\$321,657.00	\$0.00	\$321,657.00	\$26,804.75	\$0.00	\$80,414.25	\$241,242.75	25%		\$348,555.00
<b>Expenditure Total:</b>	\$321,657.00	\$0.00	\$321,657.00	\$21,683.77	\$0.00	\$103,436.44	\$218,220.56	32%		\$335,960.03
<b>Fund: 100 Net Total</b>	\$0.00	\$0.00	\$0.00	\$5,120.98	\$0.00	(\$23,022.19)	\$23,022.19			\$12,594.97
<b>Revenue Grand Total:</b>	\$321,657.00	\$0.00	\$321,657.00	\$26,804.75	\$0.00	\$80,414.25	\$241,242.75	25%		\$348,555.00
<b>Expenditure Grand Total:</b>	\$321,657.00	\$0.00	\$321,657.00	\$21,683.77	\$0.00	\$103,436.44	\$218,220.56	32%		\$335,960.03
<b>Grand Total:</b>	\$0.00	\$0.00	\$0.00	\$5,120.98	\$0.00	(\$23,022.19)	\$23,022.19			\$12,594.97

Mary Scray  
Vice-Chairman

I am Michael Zimmerman and I work with API Services/Veridocs.

You had provided Howie Erickson some questions. Since Howie is on leave, I have talked with our IT Department in Lexington, KY, and they have responded.

Here are the questions and answers:

1. Can our system query the Wisconsin driver's license data base and receive a copy of the Wisconsin driver's license with a photo that is on file with the Wisconsin DMV so that it can be compared with the license being scanned?
  - No. As a matter of fact, there is a lawsuit pending between the WI DMV and the WI State Patrol requesting this information. As of now, even the State Patrol and law enforcement agencies in WI do not have this capability.
2. Is the Social Security number a part of the driver's license file and if so, can we access it for comparison purposes?
  - It depends on the driver's license and issuing state. But for the most part it is NOT included in the majority of driver's licenses. If it is, we can extract and make available to you.
3. Brown County subscribes to a CARES software program to assist them in fraud investigations. This system only covers Wisconsin and we need to determine if we could tie it into other states systems.
  - We will be able to do this. However, we would need to scope out the integration points and determine how to search/match an individual from the DL/ID we scan and cross reference to CARES or other similar systems.
4. A good portion of applications are filed over the internet and intake workers might not have physical contact with the applicant.
  - You may need to change your policy and we highly recommend that an actual DL/ID is at least presented in person for verification.
- Can we install the software at the building in downtown Green Bay and access the files at the Brown County Jail with a person search? Can we install a firewall so that the jail would not have access to the Human Services files? Yes and Yes.
5. Can we install a program that would query addresses to determine how many people live at a particular address have applied for welfare?
  - This would require a parsing algorithm to strip the address apart. Currently the address is provided back from ATS as a big text string so we would have to look into pulling out the address, city, state, zip. This is quite challenging programmatically. If we did this enhancement, we would highly recommend/insist the user checks the parsing output and

verify the address was pulled correctly from the ID. There are packages out there that will standardize an address to USPS standard. If they want to go down that path, I would recommend using one of these. We would need to determine costs and whether appropriate to incur the costs or wrap up in pricing. Now once we are confident the address is in and saved we could query against the data base to find other people at the address.

6. Can we scan immigrant cards?

- Yes.

7. There are thirty five (35) workers. How many of them would be covered under the one general license for Brown County?

- All of them. But each would have a different (and unique) login specific to that user. We only charge for each PC the application is loaded on regardless of whether a reader/authenticator is on it as well. So if there are 20 PCs with authenticators and 10 PCs just reporting/retrieving the charge would be 20 authenticators and then for only 30 licenses.

In conclusion, it is feasible to do almost all of the above with the exception of retrieving the actual picture/data from the State Motor Vehicles Department as of now. To put it simply, once we have scanned the document....driver's license, passport, visa, etc., we will forensically authenticate the document and extract the data to be used by Human Services in concert with their existing data management system.

It has been our experience that in the first year of usage, you and your staff will come up with new ideas for reports and data usage. Our IT personnel have demonstrated expertise in doing this for multi-site corporations. There is no doubt that we can provide the hardware/software solutions to enhance the county's fraud prevention program both now and in the future.

Please feel free to contact me and I will be happy to assist you and your staff in any way possible.

  
Michael Zimmerman, Consultant

VeridocsInc/API-Inc

[mzimmerman@api-inc.com](mailto:mzimmerman@api-inc.com)

Cell: 920-809-9216



(k) May excuse members, and the excuse shall be entered in the proceedings of the County Board.

(l) Shall be an ex officio member of all committees, commissions and boards created by the Board and may meet and deliberate in their meetings. He or she shall have the power to vote in such committee only in order to establish a quorum and shall be entitled to vote on any matters presented to the committee until such time as a quorum of the regular committee members is present.

(m) Shall represent the county at all ceremonial events or functions to present county positions or programs at his or her discretion.

(n) Shall appoint a member to the Land Conservation Committee in accordance with Sec. 92.06(1)(b) 2., Wis. Stats.

(3) Duties of the Vice-Chair. The Vice-Chair:

(a) Shall assume all duties of the Chair in the event of absence, disability or incapacity of the Chair.

(b) Shall chair the Executive Committee.

(c) Shall preside at Board of Supervisors meetings in the event of absence of the Chair.

(d) Shall lead the invocation and pledge of allegiance at the County Board meetings.

(e) Except for organizational meetings, shall be an ex officio member of all committees, commissions and boards created by the Board and may meet and deliberate in their meetings. He or she shall have the power to vote in such committee only in order to establish a quorum and shall be entitled to vote on any matters presented to the committee until such time as a quorum of the regular committee members is present.

**2.05 COMMITTEES OF THE COUNTY BOARD.** (1) The purpose of this Rule is to define the structure, purposes and duties of the County Board Committee system. All matters pertaining to committee organization and membership and responsibilities shall be construed in favor of the declared will of the County Board in these Rules, consistent with the intent of Section 59.025 and 59.026, Wisconsin Statutes. (County Organization)

(2) Each Committee of the County Board shall have policy oversight authority for all programs and activities of Departments, Offices, Boards, Commissions and Authorities under their respective oversight authority.

(3) A Committee, Board, Council or Authority requesting County Board consideration on any issue shall refer the request to its standing committee of policy oversight authority for consideration and referral to the County Board as deemed appropriate.

(4) A majority of any committee shall constitute a quorum for the transaction of business.

9/11/09

Updated April 2009

17. Closed session when necessary upon advice of Corporation Counsel.
18. Adjournment.

(4) (a) The County Board agenda will be prepared by the County Board staff under the direction of the Board Chair.

#14 { (b) All agenda items to be considered at a meeting of the County Board, its standing committees and all committees, boards and commissions of Brown County government shall be submitted to the County Board office by 4:00 p.m. on Tuesday of the week preceding the meeting for inclusion on the meeting agenda. The County Board staff shall draft, properly notice and mail all agendas and packets as prescribed by Chapters 19 and 59, Wisconsin Statutes, and these County Board rules. The mailing date will be Thursday.

(c) No agenda addition requests will be considered unless, due to time constraints, it cannot be held over to the next meeting for any of the following reasons:

1. Endangerment to the health or welfare of any person or group.
2. An additional expenditure of funds would be required if held over.
3. Cause an adverse working condition for an employee or department.
4. Litigation requiring consideration.
5. An emergency as determined by the County Board Chair.

(d) All agenda addition requests must be accompanied by an explanation of the appropriate category as specified above. Agenda items of every meeting of a governmental body shall be given at least 24 hours prior to the commencement of such meeting.

(e) 2/3 vote of the members present is required to add the request to the agenda prior to adoption of the agenda.

(f) All resolutions and ordinances are to be final drafted by the County Corporation Counsel's office and shall indicate whom the final drafter was at the bottom of each resolution and ordinance.

(g) All resolutions and ordinances are required to have a financial note from the Director of Administration, when applicable.

(5) (a) Minutes of each meeting of the County Board and meetings of all County committees, commissions, boards, etc., whether in regular session, special session or closed session, shall be taken, transcribed in writing and filed with the County Board staff by the secretary of the committee, commission or board or other person so designated within 3 working days of the meeting.

(b) Minutes of any closed session shall not be made available to the public until the reason for calling the closed session no longer exists as determined by the Chair of that closed session upon the advice of Corporation Counsel.

(c) Meetings shall be held at the call of the committee, commission or board chair, or at the call of a majority of its members.

(d) Committee, commission, or board meetings shall be held following the rules set up by that group providing they do not conflict with state law and these rules.

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

RESOLUTION APPROVING BUYER'S AGENCY REPRESENTATION  
AGREEMENT FOR ACQUISITION OF REAL ESTATE FOR  
BROWN COUNTY SHERIFF'S DEPARTMENT OPERATIONS

WHEREAS, the Brown County Sheriff's Department is reviewing its options for additional facilities for its operations; and

WHEREAS, the County has a potential interest in acquiring real estate at 2684 Development Drive in the Village of Bellevue as well as other possible locations for the Brown County Sheriff's Department; and

WHEREAS, Brown County needs expertise in the form of a real estate buyer's agent to protect the county's interests; and

WHEREAS, Joe Van Deurzen is a real estate agent with Hilgenberg Realty LLC; and

WHEREAS, Joe Van Deurzen is a licensed and experienced real estate agent who can provide the services of a buyer's agent to Brown County; and

WHEREAS, Joe Van Deurzen and Hilgenberg Realty LLC have proposed a standard "buyer's agency representation agreement" to Brown County with the buyer's broker's compensation payable by the seller; and

WHEREAS, §2.03 (3)(e) of the Brown County Code requires the County Board of Supervisors approval of contracts "for legal services or outside consulting services . . ."

NOW, THEREFORE, BE IT RESOLVED that the attached buyer's agency representation agreement is approved and the County Executive is allowed to execute this agreement.

Respectfully submitted  
EXECUTIVE COMMITTEE

Approved By:

\_\_\_\_\_

COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

Final Draft Approved by Corporation Counsel

Fiscal Impact: \_\_\_\_\_

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_

\_\_\_\_\_

Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEESE	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
LANGAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast \_\_\_\_\_

Motion: Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Tabled \_\_\_\_\_

**WB-36 BUYER AGENCY/TENANT REPRESENTATION AGREEMENT**

1 **■ BROKER THE SOLE AUTHORITY TO ACT FOR BUYER AS A BUYER'S AGENT:** Buyer (see lines 154-155) gives  
2 Broker the exclusive right to act as Buyer's agent to locate an interest in property and to negotiate the procurement of an  
3 interest in property, except as excluded under lines 11-20. Except for excluded properties described in lines 11-20, Buyer  
4 agrees that during the term of this Agreement, Buyer will not enter into any other agreements to retain any other buyer's  
5 agent.

6 **NOTE: IF BUYER WORKS WITH OWNER OR AGENTS OF OWNER IN LOCATING AND/OR NEGOTIATING AN**  
7 **INTEREST IN PROPERTY, BUYER MAY BE RESPONSIBLE FOR BROKER'S FULL COMPENSATION IF**  
8 **BUYER'S CONTACTS WITH OWNER OR OWNER'S AGENT RESULT IN NO COMPENSATION BEING**  
9 **RECEIVED BY BROKER FROM OWNER OR OWNER'S AGENT.**

10 **■ PURCHASE PRICE RANGE: \$1,500,000.00 - \$4,500,000.00**

11 **■ EXCLUDED PROPERTIES:** The following properties are excluded from this Agreement until     - - -     **INSERT DATE**  
12 Note: Identify any specific excluded properties or limitations on the scope of this Agreement including geographic  
13 limitations, or limitations on property type included under this Agreement. See Additional Provisions, Page 5  
14 of 5, Lines 182-184.  
15  
16  
17  
18  
19  
20

21 **■ COMPENSATION:** Broker's compensation shall be: [Check "SUCCESS FEE", "OTHER COMPENSATION", OR  
22 BOTH, as applicable] ☒ **SUCCESS FEE:** 2.100 % of the purchase price or  
23 whichever is greater. ☐ **OTHER COMPENSATION:** \_\_\_\_\_  
24

25 **INSERT THE AMOUNT AND TYPE OF OTHER FEE, E.G. RETAINER FEE, OR HOURLY FEE**

26 If this Agreement calls for a success fee, it is agreed that Broker has earned the success fee if, during the term of this  
27 Agreement (or any extension of it), Buyer or any person acting on behalf of Buyer acquires an interest in property or enters  
28 into an enforceable written contract between owner and Buyer to acquire an interest in property, at any terms and price  
29 acceptable to owner and Buyer. Broker's compensation remains due and payable if an enforceable written contract entered  
30 into by Buyer per lines 26-29 fails to close. Once earned, Broker's compensation is due and payable at the earlier of closing  
31 or the date set for closing, unless otherwise agreed in writing.

32 Broker (may) ~~(may not)~~ **STRIKE ONE** accept compensation from owner or owner's agent. (Broker may accept  
33 compensation from owner or owner's agent if neither is struck.) Broker's compensation from Buyer will be reduced by any  
34 amounts received from owner or owner's agent.

35 **■ BROKER'S DUTIES:** In consideration for Buyer's agreements, Broker agrees to use professional knowledge and  
36 skills, and reasonable efforts, to: 1) locate an interest in property, unless Broker is being retained solely to negotiate the  
37 procurement of an interest in a specific property, and 2) negotiate the procurement of an interest in property, as required,  
38 by giving advice to Buyer within the scope of Broker's license, facilitating or participating in the discussions of the terms  
39 of a potential contract, completing appropriate contractual forms, presenting either party's contractual proposal with an  
40 explanation of the proposal's advantages and disadvantages and other efforts including but not limited to the following:  
41     - - -    

42 unless Broker is retained solely to locate an interest in property.

43 **■ EARNEST MONEY:** If Broker holds trust funds in connection with the transaction, they shall be retained by Broker in  
44 Broker's trust account. Broker may refuse to hold earnest money or other trust funds. Should Broker hold the earnest money,  
45 Buyer authorizes Broker to disburse the earnest money as directed in a written earnest money disbursement agreement signed  
46 by all parties having an interest in the trust funds. If the transaction fails to close and the earnest money is disbursed to Buyer,  
47 then upon disbursement to Buyer the earnest money shall be paid first to reimburse Broker for cash advances made by Broker  
48 on behalf of Buyer.

49 **■ NON DISCRIMINATION:** Buyer and Broker agree that they will not discriminate based on race, color, sex, sexual  
50 orientation as defined in Wisconsin Statutes §111.32(13m), disability, religion, national origin, marital status, lawful  
51 source of income, age, ancestry, familial status or in any other unlawful manner.

52 ■ **BROKER DISCLOSURE TO CLIENTS:**

53 **UNDER WISCONSIN LAW, A BROKER OWES CERTAIN DUTIES TO ALL PARTIES TO A TRANSACTION:**

- 54 (a) The duty to provide brokerage services to you fairly and honestly.  
 55 (b) The duty to exercise reasonable skill and care in providing brokerage services to you.  
 56 (c) The duty to provide you with accurate information about market conditions within a reasonable time if you request  
 57 unless disclosure of the information is prohibited by law.  
 58 (d) The duty to disclose to you in writing certain material adverse facts about a property, unless disclosure of  
 59 information is prohibited by law. (See lines 170-173)  
 60 (e) The duty to protect your confidentiality. Unless the law requires it, the broker will not disclose your confidential  
 61 information or the confidential information of other parties. (See lines 109-122)  
 62 (f) The duty to safeguard trust funds and other property the broker holds.  
 63 (g) The duty, when negotiating, to present contract proposals in an objective and unbiased manner and disclose  
 64 advantages and disadvantages of the proposals.

65 **BECAUSE YOU HAVE ENTERED INTO AN AGENCY AGREEMENT WITH A BROKER, YOU ARE THE BROKER'S**  
 66 **CLIENT. A BROKER OWES ADDITIONAL DUTIES TO A CLIENT:**

- 67 (a) The broker will provide, at your request, information and advice on real estate matters that affect your transaction  
 68 unless you release the broker from this duty.  
 69 (b) The broker must provide you with all material facts affecting the transaction, not just adverse facts.  
 70 (c) The broker will fulfill the broker's obligations under the agency agreement and fulfill your lawful requests that are  
 71 within the scope of the agency agreement.  
 72 (d) The broker will negotiate for you, unless you release the broker from this duty.  
 73 (e) The broker will not place the broker's interests ahead of your interests. The broker will not, unless required by law,  
 74 give information or advice to other parties who are not the broker's clients, if giving the information or advice is  
 75 contrary to your interests.  
 76 (f) If you become involved in a transaction in which another party is also the broker's client (a "multiple representation  
 77 relationship"), different duties may apply.

78 ■ **MULTIPLE REPRESENTATION RELATIONSHIPS AND DESIGNATED AGENCY:**

- 79 A multiple representation relationship exists if a broker has an agency agreement with more than one client who is  
 80 party in the same transaction. In a multiple representation relationship, if all of the broker's clients in the transaction  
 81 consent, the broker may provide services to the clients through designated agency.  
 82 Designated agency means that different salespersons employed by the broker will negotiate on behalf of you and  
 83 other client or clients in the transaction and the broker's duties will remain the same. Each salesperson will provide  
 84 information, opinions, and advice to the client for whom the salesperson is negotiating, to assist the client in  
 85 negotiations. Each client will be able to receive information, opinions, and advice that will assist the client, even if  
 86 information, opinions, or advice gives the client advantages in the negotiations over the broker's other clients.  
 87 salesperson will not reveal any of your confidential information to another party unless required to do so by law.  
 88 If a designated agency relationship is not in effect you may authorize or reject a multiple representation relationship.  
 89 you authorize a multiple representation relationship the broker may provide brokerage services to more than one client  
 90 a transaction but neither the broker nor any of the broker's salespersons may assist any client with information, opinions, or  
 91 advice which may favor the interests of one client over any other client. If you do not consent to a multiple representation  
 92 relationship the broker will not be allowed to provide brokerage services to more than one client in the transaction.



93 **INITIAL ONLY ONE OF THE THREE LINES BELOW:**

94 \_\_\_\_\_ I consent to designated agency.

95 \_\_\_\_\_ I consent to multiple representation relationships, but I do not consent to designated agency.

96 \_\_\_\_\_ I reject multiple representation relationships.

97 **NOTE:** You may withdraw your consent to designated agency or to multiple representation relationships by written notice to  
98 the broker at any time. Your broker is required to disclose to you in your agency agreement the commission or fees that you  
99 may owe to your broker. If you have any questions about the commission or fees that you may owe based upon the type of  
100 agency relationship you select with your broker you should ask your broker before signing the agency agreement.

101 ■ **SUBAGENCY:** The broker may, with your authorization in the agency agreement, engage other brokers who assist your broker  
102 by providing brokerage services for your benefit. A subagent will not put the subagent's own interests ahead of your interests. A  
103 subagent will not, unless required by law, provide advice or opinions to other parties if doing so is contrary to your interests.

104 **PLEASE REVIEW THIS INFORMATION CAREFULLY. A broker or salesperson can answer your questions about**  
105 **brokerage services, but if you need legal advice, tax advice, or a professional home inspection, contact an**  
106 **attorney, tax advisor, or home inspector. This disclosure is required by section 452.135 of the Wisconsin statutes**  
107 **and is for information only. It is a plain language summary of a broker's duties to you under section 452.133 (2) of**  
108 **the Wisconsin statutes.**

109 ■ **CONFIDENTIALITY NOTICE TO CLIENTS:** Broker will keep confidential any information given to Broker in  
110 confidence, or any information obtained by Broker that he or she knows a reasonable person would want to be kept  
111 confidential, unless the information must be disclosed by law or you authorize Broker to disclose particular information.  
112 Broker shall continue to keep the information confidential after Broker is no longer providing brokerage services to you.

113 **THE FOLLOWING INFORMATION IS REQUIRED TO BE DISCLOSED BY LAW:**

114 1. Material adverse facts, as defined in section 452.01 (5g) of the Wisconsin statutes (See lines 170-173).

115 2. Any facts known by the broker that contradict any information included in a written inspection report on the property  
116 or real estate that is the subject of the transaction. To ensure that the broker is aware of what specific information  
117 you consider confidential, you may list that information below (See lines 119-120). At a later time, you may also  
118 provide the broker with other information you consider to be confidential.

119 **CONFIDENTIAL INFORMATION:** Information obtained from the Brown County Board of Supervisors  
120 designated as being confidential and used in purchase negotiations.

121 **NON-CONFIDENTIAL INFORMATION** (The following may be disclosed by Broker): \_\_\_\_\_  
122 \_\_\_\_\_

123 ■ **WAIVER OF CONFIDENTIALITY:** Buyer may wish to authorize Broker to disclose information which might otherwise be  
124 considered confidential. An example of this type of information might be financial qualification information which may be  
125 disclosed to strengthen Buyer's offer to purchase/lease proposal in the eyes of prospective sellers/landlords. Broker's  
126 authorization to disclose may be indicated at lines 121-122. Unless otherwise provided at lines 119-120, Broker has permission  
127 to disclose Buyer's identity to owner, owner's agents and other third parties without prior consent from Buyer. Buyer  
128 acknowledges that pursuant to Wisconsin Statute section 706.03(1)(b)(1m) a conveyance, such as an offer to purchase, is not  
129 binding if it is signed by a representative properly authorized by Buyer (e.g., with a power of attorney) until such time as Buyer  
130 is identified in the conveyance.

131 ■ **NON-EXCLUSIVE RELATIONSHIP:** Buyer acknowledges and agrees that Broker may act for other buyers in connection  
132 with the location of properties and may negotiate on behalf of such buyers with the owner or owner's agent. In the event that  
133 Broker undertakes to represent and act for other buyers, Broker shall not disclose to Buyer, or any other buyer, any confidential  
134 information of any buyer, unless required by law.

135 ■ **COOPERATION:** Buyer agrees to cooperate with Broker and to provide Broker accurate copies of all relevant records,  
136 documents and other materials in Buyer's possession or control which are required in connection with the purchase, option,  
137 exchange or lease of property. Buyer agrees to be reasonably available for showings of properties. Buyer authorizes  
138 Broker to do those acts reasonably necessary to fulfill Broker's responsibilities under this Agreement including retaining  
139 subagents. Buyer shall promptly notify Broker in writing of the description of any property Buyer locates. Buyer shall also  
140 notify Broker of the identity of all persons making inquiries concerning Buyer's objectives stated in this Agreement.

141 ■ **PROPERTY DIMENSIONS:** Buyer acknowledges that property dimensions, total square footage and total acre  
 142 information provided to Buyer may be approximate due to rounding and may vary due to different formulas which car  
 143 used to calculate these figures. Unless otherwise indicated, property dimension figures have not been verified by sur  
 144 **CAUTION:** Buyer should verify any property dimension or total square footage/acreage calculation which  
 145 material to Buyer.

146 ■ **DEFINITIONS:**

147 **ADVERSE FACT:** An "adverse fact" means any of the following:

148 (a) A condition or occurrence that is generally recognized by a competent licensee as doing any of the following:

- 149 1) Significantly and adversely affecting the value of the property;
- 150 2) Significantly reducing the structural integrity of improvements to real estate; or
- 151 3) Presenting a significant health risk to occupants of the property.

152 (b) Information that indicates that a party to a transaction is not able to or does not intend to meet his or her obligati  
 153 under a contract or agreement made concerning the transaction.

154 **BUYER:** "Buyer", as used in this Agreement, is the party executing this Agreement and seeking to acquire an interes  
 155 real estate or a business opportunity by purchase, lease, option, exchange or any other manner.

156 **DEADLINES-DAYS:** Deadlines expressed as a number of "days" from an event, such as acceptance, are calculated  
 157 excluding the day the event occurred and by counting subsequent calendar days.

158 **DELIVERY:** Delivery of documents or written notices related to this Agreement may only be accomplished by:

- 159 1) giving the document or written notice personally to the party;
- 160 2) depositing the document or written notice postage or fees prepaid or charged to an account in the U.S. Mail c  
 161 commercial delivery system, addressed to the party, at the party's address (See lines 220, 226 and 232);
- 162 3) electronically transmitting the document or written notice to the party's fax number (See lines 222, 228 and 234);
- 163 4) as otherwise agreed in additional provisions on lines 182-190 or in an addendum to this Agreement.

164 **INTEREST IN PROPERTY:** The "interest in property" to be obtained by Buyer includes a purchase, leasehold, opti  
 165 exchange agreement or any other procured interest in real property unless restricted at lines 11-20, in additional provis  
 166 (lines 182-190) or elsewhere in this Agreement.

167 **LOCATE AN INTEREST IN PROPERTY:** "Locate an interest in property" shall mean, as used in this Agreement  
 168 identify, evaluate according to the standards set by Buyer, and determine the availability of the interest sought by Bu  
 169 in a property.

170 **MATERIAL ADVERSE FACT:** A "material adverse fact" means an adverse fact that a party indicates is of si  
 171 significance, or that is generally recognized by a competent licensee as being of such significance to a reasonable pa  
 172 that it affects or would affect the party's decision to enter into a contract or agreement concerning a transaction or affe  
 173 or would affect the party's decision about the terms of such a contract or agreement.

174 **NEGOTIATE THE PROCUREMENT OF AN INTEREST IN PROPERTY:** "Negotiate the procurement of an interest  
 175 property" shall mean, as used in this Agreement, to contact the owner of the property or the owner's agent to ascer  
 176 the terms and conditions upon which the interest may be obtained and to otherwise assist Buyer in reaching  
 177 agreement to procure the interest sought by Buyer in the property as may be specified in this Agreement.

178 **PERSON ACTING ON BEHALF OF BUYER:** In this Agreement "Person acting on behalf of Buyer" shall mean any pers  
 179 joined in interest with Buyer, or otherwise acting on behalf of Buyer, including but not limited to Buyer's immediate farr  
 180 agents, servants, employees, as well as any and all corporations, partnerships, limited liability companies or other enti  
 181 controlled by, affiliated with or owned by Buyer in whole or in part.



182 ■ **ADDITIONAL PROVISIONS:** This Agreement is in effect for the purchase of facilities and  
 183 properties located in Brown County, Wisconsin, to be used and occupied by the Brown County  
 184 Sheriff's Department.

191 ■ **ADDENDA:** The attached Addenda \_\_\_\_\_ is/are made a part of this Agreement.

193 ■ **TERM OF THE AGREEMENT:** From the 14th day of April, 2010  
 194 up to and including midnight of the 30th day of April, 2011  
 195 Notwithstanding lines 193-194, Broker and Buyer agree that this Agreement shall/shall not **STRIKE ONE** end [if neither  
 196 struck, this Agreement shall end] when Buyer procures an interest in property.

197 ■ **TERMINATION OF AGREEMENT:** Neither Buyer nor Broker has the legal right to unilaterally terminate this Agreement  
 198 absent a material breach of contract by the other party. Buyer understands that the parties to this Agreement are Buyer and the  
 199 Broker (firm). Agents (salespersons) for Broker (firm) do not have the authority to terminate this Agreement, amend the  
 200 compensation terms or shorten the term of this Agreement, without the written consent of the agent(s)' supervising broker.  
 201 Buyer and Broker agree that any termination of this Agreement by either party before the date stated on line 194 shall be  
 202 indicated to the other party in writing and shall not be effective until delivered to the other party in accordance with lines  
 203 158-163. CAUTION: Early termination of this Agreement may be a breach of contract, causing the terminating party to  
 204 potentially be liable for damages.

205 ■ **EXTENSION OF AGREEMENT TERM:** The Agreement term is extended for a period of one year as to any property  
 206 which during the term of this Agreement was: 1) located or negotiated for by Broker, Broker's agent, Buyer or any person  
 207 acting on behalf of Buyer, or 2) which was the subject of a written offer to purchase submitted by Buyer or any person  
 208 acting on behalf of Buyer. If this extension is based on Broker's or Broker's agent's location or negotiation, this extension  
 209 shall only be effective if a written description of the property is delivered to Buyer no later than three days after expiration  
 210 of this Agreement.

211 ■ **NOTICE ABOUT SEX OFFENDER REGISTRY:** You may obtain information about the sex offender registry and  
 212 persons registered with that registry by contacting the Wisconsin Department of Corrections on the Internet at  
 213 <http://www.widocoffenders.org> or by telephone at (608)240-5830.

214 ■ **READING/RECEIPT:** BY SIGNING BELOW, BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS  
 215 AGREEMENT AND THAT HE/SHE HAS READ ALL FIVE PAGES AS WELL AS ANY ADDENDA AND ANY OTHER  
 216 DOCUMENTS INCORPORATED INTO THIS AGREEMENT.

217 Dated this 14th day of April, 2010

218 (x) \_\_\_\_\_ BY: TOM HINTZ, COUNTY EXECUTIVE  
 219 \_\_\_\_\_ BROWN COUNTY, WI

219 Buyer's Signature ▲ \_\_\_\_\_ Print Name Here: ▲ \_\_\_\_\_ Date ▲ \_\_\_\_\_

220 325 E. Walnut Street \_\_\_\_\_ (920) 448-4053

220 Green Bay, WI 54301 \_\_\_\_\_ Buyer's Phone # ▲ \_\_\_\_\_

221 Buyer's Address ▲ \_\_\_\_\_

222 (920) 448-4054 \_\_\_\_\_ BC County Executive@co.brown.wi.us

223 Buyer's Fax # ▲ \_\_\_\_\_ Buyer's E-Mail Address ▲ \_\_\_\_\_

224 (x) \_\_\_\_\_

225 Buyer's Signature ▲ \_\_\_\_\_ Print Name Here: ▲ \_\_\_\_\_ Date ▲ \_\_\_\_\_

226 \_\_\_\_\_

227 Buyer's Address ▲ \_\_\_\_\_ Buyer's Phone # ▲ \_\_\_\_\_

228 \_\_\_\_\_

229 Buyer's Fax # ▲ \_\_\_\_\_ Buyer's E-Mail Address ▲ \_\_\_\_\_

230 (x) \_\_\_\_\_ Joseph Van Deurzen \_\_\_\_\_ HILGENBERG REALTY LLC 04/14/2010

231 Agent for Broker ▲ \_\_\_\_\_ Print Name Here: ▲ \_\_\_\_\_ Broker/Firm Name ▲ \_\_\_\_\_ Date ▲ \_\_\_\_\_

232 1620 S. Ashland Avenue \_\_\_\_\_

232 Green Bay, WI 54304 \_\_\_\_\_ (920) 435-2002

233 Broker/Firm Address ▲ \_\_\_\_\_ Broker/Firm Phone # ▲ \_\_\_\_\_

234 (920) 435-4003 \_\_\_\_\_ joevan46@hotmail.com

235 Broker/Firm Fax # ▲ \_\_\_\_\_ Broker/Firm E-Mail Address ▲ \_\_\_\_\_

May 19, 2010

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

**RESOLUTION REGARDING**  
**CHANGE IN TABLE OF ORGANIZATION**  
**DEPARTMENT OF ADMINISTRATION**

WHEREAS, in 2008 the Grant Development Specialist was moved from the Human Services table of organization to the Department of Administration to better serve all county departments centrally; and

WHEREAS, the Office Manager I in the Department of Administration accepted the position of Grant Development Coordinator; and

WHEREAS, the Office Manager I vacancy was filled for a short period of time but was vacated again after several months. At this time, the department was evaluating the best use of the grant position and how other departments would utilize the assistance of this position. In addition, the grant position assumed some of the vacant Office Manager duties to allow the department to evaluate the need for two full time positions; and

WHEREAS, after a thorough review was completed by Human Resources in conjunction with the Department of Administration, the following changes to the table of organization are recommended; and

WHEREAS, Human Resources and the Department of Administration recommend the deletion of (1.0) FTE Office Manager I and the deletion of (1.0) FTE Grant Development Coordinator. The duties have been consolidated to create the addition of 1.0 FTE Administrative/Grants Coordinator; and

WHEREAS, it is further recommended that the Administrative/Grants Coordinator position be placed in the Administrative Classification and Compensation Plan in Grade 15; and

WHEREAS, the Administration Committee and Executive Committee concur with the above proposed changes to the Department of Administration table of organization.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that it hereby approves the deletion of (1.0) FTE Office Manager I and (1.0) FTE Grant Development Coordinator from the Department of Administration table of organization and the creation of 1.0 FTE Administrative/Grants Coordinator.

BE IT FURTHER RESOLVED, by the Brown County Board of Supervisors, that the Administrative/Grants Coordinator position will be placed in Grade 15 of the Administrative Classification and Compensation Plan.

**Fiscal Impact Salary and Fringe Benefits  
For the Period of 5/01/10 – 12/31/10**

<u>Position Title</u>	<u>FTE</u>	<u>Addition/ Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
Office Manager I	(1.0)	Deletion	-- Unfunded for 2010 --		
Grant Development Coordinator	(1.0)	Deletion	(\$33,324)	(\$12,076)	(\$45,400)
Administrative/Grants Coordinator	1.0	Addition	\$32,222	\$ 11,677	\$43,899
<b>Total Fiscal Impact</b>			<b><u>(\$ 1,102)</u></b>	<b><u>(\$ 399)</u></b>	<b><u>(\$ 1,501)</u></b>

Respectfully submitted,

ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By:

\_\_\_\_\_  
COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

Final Draft Submitted by Human Resources and Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_

Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
TUMPACH	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
BUCKLEY	12			
DANTINNE, JR	13			

SUPERVISOR	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
VAN VONDEREN	17			
SCHULLER	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
CARPENTER	24			
LUND	25			
FEWELL	26			

Total Votes Cast \_\_\_\_\_

Motion: Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Tabled \_\_\_\_\_

HUMAN RESOURCES DEPARTMENT

*Brown County*

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



DEBBIE KLARKOWSKI, PHR

PHONE (920) 448-4065 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

HUMAN RESOURCES MANAGER

TO: Administrative Committee

FROM: Debbie Klarkowski  
Human Resources

DATE: April 13, 2010

SUBJECT: Grant Development Coordinator – Reclassification

In 2008 the vacant Grant Development Specialist was moved from the Human Services table of organization to the Department of Administration so that the position could better serve all county departments centrally. The Office Manager in the Department of Administration accepted the role in 2008. After acceptance, the vacant position of Office Manager was filled for a short period of time but then vacated again after several months.

At this time, the department was working to “market” the grant position centrally and evaluate how other departments would utilize the assistance of this position. In addition, the grant position was asked to assume some of the vacant Office Manager duties to also allow the department to evaluate the need for two full time positions.

Recommendation:

Per County Code 4.48 Salary Structure (4); before any duties outside a positions class description are assigned to the position, prior approval must be received from the Human Resources Department. If the assignment of duties is approved, the position will be evaluated for reclassification consistent with the process outlined for new positions.

After a thorough evaluation of the needs of the department, it is recommended the Office Manager I and Grant Development Coordinator positions be eliminated from the Department of Administration table of organization. The duties of the positions have been consolidated into a new position, Administrative/Grants Coordinator. It is further recommended that a new position of Administrative/Grants Coordinator be created in the Department of Administration table of organization. The position of Administrative/Grants Coordinator position will be placed in the Administrative Class and Compensation Plan in Grade 15.

2010 Fiscal Impact Calculation  
 For the Period 5/1/10 - 12/31/10  
 (Delete 1.0 FTE Grant Development Coordinator, Add 1.0 FTE Administrative/Grants Coordinator)

Fiscal Impact for the period 5/1/10 to 12/31/10:

	Administrative/ Grants Coordinator	Grant Development Coordinator	Diff
2010 Salary (5/1/10 - 12/31/10)	\$ 32,222.00	\$ (33,324.00)	\$ (1,102.00)
2010 Fringe Benefits (5/1/10 - 12/31/10)	\$ 11,677.25	\$ (12,076.62)	\$ (399.36)
<b>Total Fiscal Impact:</b>	<b>\$ 43,899.25</b>	<b>\$ (45,400.62)</b>	<b>\$ (1,501.36)</b>

May 19, 2010

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

**AUTHORITY TO EXECUTE A 2010-2011 LABOR AGREEMENT WITH THE  
BROWN COUNTY HUMAN SERVICES PROFESSIONAL EMPLOYEES**

BE IT RESOLVED by the Brown County Board of Supervisors, that the County Executive and County Clerk be and are hereby authorized to execute a two (2) year labor agreement on behalf of Brown County with the Brown County Human Services Professional Employees, for the years 2010-2011 effective January 1, 2010, which agreement shall provide the following major changes from the 2009 labor agreement.

All items, with the exception of wages, or except as specifically provided otherwise, will be prospective effective the date of signing of the agreement.

BE IT FURTHER RESOLVED that the funds to cover the costs resulting from the adoption of this resolution shall be made available from funds budgeted for this purpose.

1. ARTICLE 11. INSURANCE

Modify language beginning at line 247:

PPO Plan:

Employee premium contribution:

10% effective 05/01/10

12% effective 01/01/11

Deductibles:

	<u>Single</u>	<u>Family</u>	<u>Effective</u>
In Network	\$ 250	\$ 750	07/01/10
Out of Network	\$ 550	\$1,650	07/01/10

Co-insurance:

In Network	90%
Out of Network	60%

Out-of-pocket maximum:

	<u>Single</u>	<u>Family</u>	<u>Effective</u>
In Network	\$ 750	\$2,250	07/01/10
Out of Network	\$1,650	\$4,950	07/01/10

Office Visits:

In Network	\$25 Co-pay then 100%	Effective 07/01/10
Out of Network	Deductible then 60%	Effective 07/01/10

Routine/Preventive Care:

In Network	Covered at 100%	Effective 07/01/10
Out of Network	Deductible then 60%	Effective 07/01/10

Prescription Drugs:

In Network	Generic	20% employee co-pay
	Brand	25% employee co-pay + cost difference
	Non-Preferred	35% employee co-pay + cost difference
	\$1,000 annual out-of-pocket maximum	
Out of Network	Deductible then 60%	

Hospital Services:

In Network	Deductible then 90%	Effective 07/01/10
Out of Network	Deductible then 60%	Effective 07/01/10

Retail Clinic:	\$10 co-pay, then 100%	Effective 07/01/10
----------------	------------------------	--------------------

Other Deductibles effective 07/01/10:

Chiropractor	\$100 deductible then 80%
Durable Medical Equipment	Deductible then 90% / 60%
Occ., Speech, Physical Therapy	Deductible then 90% / 60%
Emergency Room Sickness	Deductible then 90% / 60%
Out-patient Ancillary Services	Deductible then 90% / 60%
Nervous and Mental Benefits	Deductible then 90% / 60%
Ambulance	Deductible then 90% / 60%

High Deductible Plan:

HRA/HSA/VEBA would be funded on January 1 each year at the following levels:

100% for year 2010  
90% for year 2011

The HRA would be converted to an HSA or VEBA Account beginning on or before 12/31/11 and that all funds that are in the HRA at that time will be converted to the HSA/VEBA. The HSA or VEBA would be negotiated with the bargaining unit.



Employee premium contribution:

10% effective 05/01/10

12% effective 01/01/11

Deductibles:

	<u>Single</u>	<u>Family</u>	<u>Effective</u>
In Network	\$1,500	\$3,000	07/01/10
Out of Network	\$3,000	\$6,000	07/01/10

Co-insurance:

In Network	100%
Out of Network	70%

Out-of-pocket maximum:

	<u>Single</u>	<u>Family</u>	<u>Effective</u>
In Network	\$1,500	\$ 3,000	07/01/10
Out of Network	\$6,000	\$12,000	07/01/10

Office Visits:

In Network	\$25 Co-pay then 100%	Effective 07/01/10
Out of Network	Deductible then 70%	Effective 07/01/10

Routine/Preventive Care:

In Network	Covered at 100%	Effective 07/01/10
Out of Network	Deductible then Coinsurance	Effective 07/01/10

Prescription Drugs:

In Network	Generic	20% employee co-pay
	Brand	25% employee co-pay + cost difference
	Non-Preferred	35% employee co-pay + cost difference
	\$1,000 annual out-of-pocket maximum	
Out of Network	Deductible then 70%	

Hospital Services:

In Network	Deductible then 100%	Effective 07/01/10
Out of Network	Deductible then 70%	Effective 07/01/10

Retail Clinic:	\$10 co-pay, then 100%	Effective 07/01/10
----------------	------------------------	--------------------

Other Deductibles effective 07/01/10:

Chiropractor	No separate deductible 100% / 70%
Durable Medical Equipment	Deductible then 100% / 70%
Occ., Speech, Physical Therapy	Deductible then 100% / 70%
Emergency Room Sickness	Deductible then 100% / 70%
Out-patient Ancillary Services	Deductible then 100% / 70%
Nervous and Mental Benefits	Deductible then 100% / 70%
Ambulance	Deductible then 100% / 70%

Dental:

Increase annual maximum to \$1,250 effective 01/01/10. Employee premium contribution remains at 7.5%.

2. ARTICLE 12. WISCONSIN RETIREMENT SYSTEM

The WRS contribution will be increased commensurate with the wage increases.

3. ARTICLE 13. LONGEVITY

Convert the amounts to cents per hour beginning at line 325:

Beginning of 8 <sup>th</sup> year	\$120.00 per year	<u>\$ .06 per hour</u> to be paid bi-weekly
Beginning of 12 <sup>th</sup> year	\$240.00 per year	<u>\$ .12 per hour</u> to be paid bi-weekly
Beginning of 16 <sup>th</sup> year	\$360.00 per year	<u>\$ .18 per hour</u> to be paid bi-weekly

4. ARTICLE 17. FUNERAL LEAVE

Modify language beginning at line 494:

~~Employees are hereby granted a three (3) day leave of absence with pay to attend the funeral starting on the day of death through the next day after interment.~~

~~"Immediate family" is defined as wife, husband, father, mother, guardian, sister, brother, child or stepchild of employee, grandchildren, grandparents, father-in-law, and mother-in-law or stepparents. Employees will be entitled to compensation for one day to attend the funeral of the spouse's grandparents or of a son-in-law or daughter-in-law, brother-in-law or sister-in-law, aunt or uncle of the employee or spouse.~~

~~In the event an employee is called upon to be a pallbearer or to serve in a military funeral, one (1) day of leave will be allowed: sick leave, vacation, or loss of pay, at the discretion of the employee.~~

Whenever a death occurs to a parent, stepparent, spouse or child/stepchild of an employee, the Employer shall compensate the employee for any time lost from work during the next five (5) succeeding work days following the said death. At least one (1) of the five (5) days off must be used to attend the funeral. If an employee receives said

knowledge prior to the start of the employee's work day, the day shall be deemed to be the first day of the funeral leave. If, however, the employee receives knowledge after the start of the employee's work day, then the immediately succeeding day shall be deemed to be the first day of funeral leave. Should such death occur during the employee's vacation, he/she shall receive additional time off with pay at a time mutually agreed upon. Compensation shall be at the regular hourly rate of said employee for a normal work day (7.5 hours/day). Should the funeral or internment occur at a delayed date (example: winter death and spring internment), the employee may use one (1) of the five (5) days to attend the funeral or internment.

Three (3) days leave shall be granted in the event of the death of guardian, sister, brother, grandchildren, grandparents, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law.

One (1) day leave shall be granted in the event of the death of spouse's grandparent, aunt, uncle, niece or nephew of employee or spouse to attend the funeral.

5. ARTICLE 26. SENIORITY

Amend lines 614-616 as follows:

Positions vacated as a result of layoff will not be subject to the posting procedure. On any openings so occurring, there will be a limit of two bumps per occurrence with the bumped employee on the second level being assigned by the Employer to a position held by a less senior employee, at the Employer's discretion.

6. ARTICLE 32. DURATION OF AGREEMENT

Modify language beginning at line 688:

This Agreement shall become effective as of January 1, 2009, 2010 and shall remain in force and effect to and including December 31, 2009, 2011 and shall renew itself for additional one (1) year periods until and unless either party, prior to June 1, before the expiration of this Agreement and the expiration of any of its renewal dates, notifies the other party in writing that it desires to alter or amend the same at the end of the Agreement.

7. SCHEDULE A

Revise to reflect the following wage increases and modify language as follows:

2.0% increase	Effective 12/27/09
.5% increase	Effective 09/19/10
2.0% increase	Effective 12/26/10
.5% increase	Effective 09/18/11

## STAND-BY PAY

~~Employees have, and it is contemplated they will be in the future, assigned to be on stand-by outside of normal working hours to receive juvenile or protective services referrals. Employees so assigned on weekdays, being Monday, Tuesday, Wednesday and Thursday, from 4:30 p.m. until 8:00 a.m. of the following morning, shall receive stand-by pay of \$19.00; and employees assigned to weekend stand-by, from 4:30 p.m. on Friday until 8:00 a.m. the following Monday, shall receive stand-by pay of \$110.00; and those employees that are assigned stand-by for holidays falling within the work week, from 8:00 a.m. of the holiday until 8:00 a.m. of the day following the holiday, shall receive stand-by pay of \$55.00. Any actual time spent by employees assigned to stand-by in processing referrals shall be subject to Article 26 of this Agreement.~~

~~Effective January 1, 1998, employees so assigned on weekdays, being Monday, Tuesday, Wednesday and Thursday, from 4:30 p.m. until 8:00 a.m. of the following morning, shall receive stand-by pay of \$21.00; and employees assigned to weekend stand-by, from 4:30 p.m. on Friday until 8:00 a.m. the following Monday, shall receive stand-by pay of \$120.00; and those employees that are assigned stand-by for holidays falling within the work week, from 8:00 a.m. of the holiday until 8:00 a.m. of the day following the holiday, shall receive stand-by pay of \$60.00 for a half day holiday, the employee will receive standby pay of \$51.25 (prorated from 12 noon to 8:00 a.m.); when the holiday falls on a Friday, the employee shall receive standby pay of \$60.00 and weekend standby pay of \$90.72 (prorated from 8:00 a.m. Saturday to 8:00 a.m. Monday). Effective upon ratification.~~

A. ~~Employees so assigned on weekdays, being Monday, Tuesday, Wednesday and Thursday, from 4:30 p.m. until 8:00 a.m. of the following morning, shall receive stand-by pay as follows:~~

\$21.42	01/01/10
\$21.53	10/01/10
\$21.96	01/01/11
\$22.07	10/01/11

B. ~~Employees assigned to weekend stand-by, from 4:30 p.m. on Friday until 8:00 a.m. the following Monday, shall receive stand-by pay as follows:~~

\$122.40	01/01/10
\$123.01	10/01/10
\$125.47	01/01/11
\$126.10	10/01/11

C. Those employees that are assigned stand-by for holidays falling within the work week, from 8:00 a.m. of the holiday until 8:00 a.m. of the day following the holiday, shall receive stand-by pay as follows:

\$61.20	01/01/10
\$61.51	10/01/10
\$62.74	01/01/11
\$63.05	10/01/11

D. Those employees that are assigned stand-by for a half day holiday, the employee will receive stand-by pay as follows (prorated from 12 noon to 8:00 a.m.)

\$52.28	01/01/10
\$52.54	10/01/10
\$53.59	01/01/11
\$53.86	10/01/11

E. When the holiday falls on a Friday, the employee shall receive stand-by pay as follows for Friday:

\$61.20	01/01/10
\$61.51	10/01/10
\$62.74	01/01/11
\$63.05	10/01/11

And

Weekend stand-by pay (prorated from 8:00 a.m. Saturday to 8:00 a.m. Monday) as follows:

\$92.53	01/01/10
\$92.99	10/01/10
\$94.85	01/01/11
\$95.32	10/01/11

F. The above mentioned rates shall be effective upon ratification.

G. In the future, the above mentioned rates shall be increased by the same percentage as the general wage increase.

## 8. MEMORANDUMS OF UNDERSTANDING

Qualifications	Resign
Side Letter – Testing	Resign
Side Letter – Vacant Positions	Resign
Side Letter – Furlough Days	New - Sign

Respectfully submitted,  
EXECUTIVE COMMITTEE

Approved By:

\_\_\_\_\_  
COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_  
\_\_\_\_\_

Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
TUMPACH	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
BUCKLEY	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
VAN VONDEREN	17			
SCHULLER	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
CARPENTER	24			
LUND	25			
FEWELL	26			

Total Votes Cast \_\_\_\_\_

Motion:        Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Tabled \_\_\_\_\_

**BROWN COUNTY  
TOTAL PACKAGE COSTING HS PROS**

131.3FTE

	2009	2010	2011
<b>WAGES</b>			
WAGES	7,024,554.37	7,165,045.46	7,317,481.80
.5% effective October		2.00%	2.00%
LONGEVITY	26,936.52	8,956.31	9,146.85
		0.50%	0.50%
		26,936.52	26,936.52
<b>TOTAL WAGES:</b>	7,051,490.89	7,200,938.28	7,353,565.17
<b>TWO FURLOUGH DAYS</b>			
		-53,667.26	

<b>\$ INCREASE</b>	<b>95,780.13</b>
<b>% INCREASE</b>	<b>1.36%</b>

<b>\$ INCREASE</b>	<b>302,074.28</b>
<b>% INCREASE</b>	<b>4.28%</b>

HEALTH	ANNUAL	2009	2010	2011
Cost of PPO with 7.5% contribution		1,845,400.75	1,845,400.75	1,818,488.62
Increase in contribution to 10% effective 5/1/10				
Increase in deductibles			(26,912.13)	(36,369.77)
Cost minus contribution & deductibles			(42,101.00)	(42,101.00)
			1,776,387.62	1,740,017.85
<b>DENTAL Total Cost</b>	141,141.84	141,141.84	130,556.20	130,556.20
Cost minus 7.5% contribution		130,556.20		
<b>LIFE</b>		10,509.72	10,509.72	10,509.72
<b>FICA</b>	7.65% \$	539,439.05	550,871.78	562,547.74
<b>WRS</b>	10.60% \$	747,458.03	800,494.35	882,427.82
<b>TOTAL PACKAGE:</b>		10,324,854.65	10,416,090.70	10,679,624.50

<b>TOTAL COST 2010:</b>	
<b>\$ INCREASE</b>	<b>\$91,236.05</b>
<b>% INCREASE</b>	<b>0.88%</b>

<b>TOTAL COST 2010 and 2011</b>	
<b>\$ INCREASE</b>	<b>\$354,769.85</b>
<b>% INCREASE</b>	<b>3.44%</b>

